



**Minutes of the Board Meeting of
August 5, 2020**

1. CALL TO ORDER

Chairman Leverton called the meeting to order at 3:02pm.

a. Board Members Present:

Frazier, Grandgeorge, Hanson, Leverton, McMaster, Plote and Polarek

b. Board Members Absent:

Bianchi, Phillips

c. Guests Present: None

d. Also Present:

Christine Johnson, DeKalb County Treasurer; Glenna Johnson, E9-1-1 Coordinator

2. Agenda

Chairman Leverton asked for any amendments to the agenda. A motion was made by Polarek and seconded by Plote to approve the agenda. A roll call vote was taken; Frazier- Y, Grandgeorge- Y, Hanson- Y, McMaster- Y, Plote- Y, Polarek- Y and Leverton- Y. Motion passed.

3. General Meeting Minutes:

A motion to approve the minutes of the June 24, 2020 meeting was made by Grandgeorge and seconded by Polarek. A roll call vote was taken; Frazier- Y, Grandgeorge- Y, Hanson- Y, McMaster- Y, Plote- Y, Polarek- Y and Leverton- Y. Motion passed.

4. Public Comment- None

5. Treasurer's Report

a. Monthly Treasurer's Report- reports were presented and discussed

- i. A motion to approve the June 2020 monthly report was made by Polarek and seconded by Frazier. A roll call vote was taken; Frazier- Y, Grandgeorge- Y, Hanson- Y, McMaster- Y, Plote- Y, Polarek- Y and Leverton- Y. Motion passed.
- ii. A motion to approve the July 2020 monthly report was made by Hanson and seconded by Plote. A roll call vote was taken; Frazier- Y, Grandgeorge- Y, Hanson- Y, McMaster- Y, Plote- Y, Polarek- Y and Leverton- Y. Motion passed.

b. Approval of Bills

Bills Paid in July 2020

Vendor	Invoice Amount
Frontier	\$62.25
Voiance	\$44.73
eBay/First National Bank	\$119.88
911 Datamaster	\$9,000.00
PowerPhone	\$4,995.00

A motion to pay the July bills was made by Polarek and seconded by Grandgeorge. A roll call vote was taken; A roll call vote was taken; Frazier- Y, Grandgeorge- Y, Hanson- Y, McMaster- Y, Plote- Y, Polarek- Y and Leverton- Y. Motion passed

Bills Paid in August 2020

Vendor	Invoice Amount
Sikich	\$650.00
Frontier	\$62.25
First National Bank	\$2,312.78
Shaw Media	\$495.00
Voiance	\$75.60
Total	\$3,595.63

A motion to pay the August bills was made by Hanson and seconded by Grandgeorge. A roll call vote was taken; Bianchi- Y, Grandgeorge- Y, Hanson- Y, McMaster- Y, Plote- Y, Polarek- Y and Leverton- Y. Motion passed.

c. 2109 Audit

- i. Christine first thanked Glenna for her assistance during the audit process, and recognized Stacey Canova in her office who handles the 911 accounting and works with the auditors.
- ii. Christine pointed out that the audit was complete, and noted that each member of the Board had been delivered the audit documents prepared by Sikich.
- iii. She noted that all the Board's investments over and above FDIC insurance were fully protected by collateral pledged to the Board by local banks.
- iv. She also noted that the Board's net position (net assets) exceeded its liabilities by \$3,667,943, an increase over the previous year.
- v. She reported that the Board has a total unrestricted fund balance of \$3,547,468 with \$1,511,089 of that number assigned for ongoing and upcoming capital expenditures. During 2019, the Board made a \$350,000 transfer into the Capital Fund.
- vi. She pointed out that the Board has no outstanding debt, and that indicators used to evaluate an entity's financial health were excellent. There were no comments from the auditors this year, nor were there any outstanding from any previous year.
- vii. She encouraged the Board to read the management discussion and analysis (M.D. & A.) included with the report.
- viii. No motion was made or required to approve the 2019 Audit.

6. Fire Radio Reports-

- a. Leverton explained that vendor had been to the DeKalb PD PSAP for the preparation for the installation
- b. Johnson stated that the vendor had also completed the additional tower site work at Genoa for the Police coverage issue.
- c. There was a lengthy discussion after concerns were expressed by Frazier and Grandgeorge on the fire issues. G. Johnson was to pass all comments from the meeting to the Sheriff Department to make them aware of the comments from the meeting.

7. Grant Status

- a. Johnson stated that the Consolidation Grant was approved by the State 9-1-1 Administrator and the reimbursement amount to the ETSB will receive approximately \$1.1 million of the amount requested
- b. Johnson stated that grant reporting process starts in October
 - i. The Consolidation report and payment request will start in October and will continue quarterly until all monies have all been requested.
 - ii. The NG Grant will be one report filed and one payment request in October and that grant will be closed at that time.
- c. Johnson stated that the ETSB should apply for reimbursement of the equipment down payment with the next year grant application that open in November or December of 2020 and due February 2021

8. NG911 Update-

- a. NG 9-1-1 Plan Status- G. Johnson stated the installation had started for the equipment.
- b. There needs to be trunking changes with Frontier on circuits to the core of the NG 9-1-1 System.
- c. G. Johnson stated there will be additional charges that will be incurred for unknown charges because of the inability for the vendor to visit the PSAP because of COVID-19 lock down. None of these charges will exceed the budgeted amount for 2020.

9. Coordinator Position

- i. Johnson stated that the Coordinators position had been posted in the newspaper and on websites, and list servers. The posting closes August 28.
- ii. G. Johnson stated she have received question but no applications received at this time.

10. Participating Agency Request- None

11. Old Business- None

12. New Business-

- a. Leverton reported the Acting Chief Redel was suggested to the County Board to fill the open slot for the DeKalb Police Department on the ETSB. His first meeting to attend would be the September ETSB Meeting.
- b. Leverton mentioned that Latoya Marz Communication Supervisor had taken a position with another PSAP and Sean Woyna was promoted to that position.
- c. Leverton and G. Johnson stated there had been issues with the current 9-1-1 equipment and they were working with Frontier to resolve the issues.

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13. **ADJOURNMENT**- Plote moved to adjourn the meeting and the motion was seconded by Frazier. A roll call vote was taken; Bianchi- Y, Grandgeorge- Y, Hanson- Y, McMaster- Y, Plote- Y, Polarek- Y and Leverton- Y. Motion passed. The meeting adjourned at 3:35.

Respectfully submitted,

Glenna Johnson, Coordinator

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<u>OFFICERS</u>	<u>NAME</u>	<u>TERM (Two Year)</u>
Chairman	Mr. Jason Leverton	<i>January 01, 2019 – December 31, 2020</i>
Vice-Chairman	Mr. Thomas Phillips	<i>June 13, 2019 – December 31, 2020</i>
Secretary	Mr. Polarek	<i>January 01, 2019 – December 31, 2020</i>
Treasurer	Mrs. Christine Johnson	<i>Per Statute, County Treasurer</i>
Coordinator	Ms. Glenna Johnson	<i>At-Will Employee, Board Appointed, Start date 02/11/2008</i>

CURRENT Members	Entity Represented	ORIGINAL APPOINTMENT	TERM EXPIRES
Jim Bianchi	Sandwich Police Chief	01/01/2016	12/31/2023
Robert Frazier	Member At Large	01/01/2018	12/31/2021
Greg Grandgeorge	Member At Large	06/01/2017	12/31/2021
	Previous Somonauk Fire Dept.	12/01/1997	12/31/2001
Gary Hanson	County Administrator	01/19/2000	12/31/2021
Jason Leverton	DeKalb Police Commander	03/20/2013	12/31/2021
	Interim DeKalb Police Chief		12/31/2023
Jeff McMaster	DeKalb Fire Department	02/20/19	12/31/2023
Thomas Phillips	N.I.U. Police Chief	01/01/2014	12/31/2021
Roy Plote	DeKalb County Board	02/01/2018	11/30/2020
Pete Polarek	Sycamore Fire Chief	01/01/2015	12/31/2023
	Previous – DK Fire Chief	01/19/1994	11/30/2000

10 Board Members Serving 4-year Staggered Terms, Except the County Board Member is a 2 Year Term.