

Marion County 911 Service Board Regular Agenda

Marion County Offices

3014 E. Main St. Street, Knoxville, IA

November 13, 2025, 6PM

I. CALL TO ORDER AND ROLL CALL (Quorum 5)

City of Bussey <u> X </u>	Clay Township <u> X </u>	Marion County <u> X </u>
City of Knoxville <u> X </u>	EMA Commission <u> </u>	City of Pella <u> X </u>
Marion Co. Sheriff <u> X </u>	City of Melcher Dallas <u> X </u>	Pleasant Grove <u> </u>
Knoxville Township <u> X </u>	Lake Prairie Township <u> X </u>	Red Rock Township <u> </u>
City of Pleasantville <u> </u>	Indiana Township <u> X </u>	Marion Co. PSAP <u> X </u>
Washington Township <u> </u>	Pella Police Dept <u> X </u>	

II. AGENDA-

1. Approve Agenda for November 13, 2025.

Discussion N/A

Motion McSheehy Second Wyman

Vote: All in favor

III. Approve meeting minutes from May 12, 2025.

Discussion N/A

Motion Wyman Second McSheehy

Vote: All in favor

IV. Election of 911 Board Chair:

Discussion Anderson : Per the bylaws when there is a vacancy the board shall meet. Watson: Open the floor for nominations.

McSheehy: I'll nominate with some comments, I nominate Marcia, having over 40 years of local experience I feel that makes her one of the most knowledgeable and respected professionals in this area. I think she also kind of understands where we've been which helps guide us on the directions on where we need to be. I would also like to include this nomination in the minutes. (nomination attached at the end of this document) Sandholdt asks if the Vice chair has any interest in moving up? Sandholdt makes the nomination for Watson to become Chair. Jahner makes motion that nomination cease. Wyman second.

Motion Jahner Second Wyman

Vote: All in favor

Role call vote for Chair: W= Watson, S= Slycord

City of Bussey <u> W </u>	Clay Township <u> W </u>	Marion County <u> S </u>
City of Knoxville <u> W </u>	EMA Commission <u> </u>	City of Pella <u> S </u>
Marion Co. Sheriff <u> W </u>	City of Melcher Dallas <u> W </u>	Pleasant Grove <u> </u>
Knoxville Township <u> S </u>	Lake Prairie Township <u> S </u>	Red Rock Township <u> </u>
City of Pleasantville <u> </u>	Indiana Township <u> W </u>	Marion Co. PSAP <u> W </u>
Washington Township <u> </u>	Pella Police Dept <u> S </u>	

V. Election of 911 Board Vice Chair:

Discussion Bogaard nominates Slycord.

Motion Bogaard Second Sandholdt

Motion nominations cease: Jahner Second Wyman

Vote: All in favor

Role call vote for Vice Chair: S= Slycord

City of Bussey <u> S </u>	Clay Township <u> S </u>	Marion County <u> S </u>
City of Knoxville <u> S </u>	EMA Commission <u> </u>	City of Pella <u> S </u>
Marion Co. Sheriff <u> S </u>	City of Melcher Dallas <u> S </u>	Pleasant Grove <u> </u>
Knoxville Township <u> S </u>	Lake Prairie Township <u> S </u>	Red Rock Township <u> </u>
City of Pleasantville <u> </u>	Indiana Township <u> S </u>	Marion Co. PSAP <u> S </u>
Washington Township <u> </u>	Pella Police Dept <u> S </u>	

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VI. Marion County Employee Handbook

- a) Discussion/Action on approval of handbook

Discussion __Anderson: More of a formality, the County has re-done their handbook, was completed a few months ago. Were for those policies to apply to the employees here because this is technically a separate board. What we have done previously is have the 911 Board approve the handbook. _____

Motion __Sandholdt _____ Second __Wyman _____

Vote: All in favor

VII. Maintenance of 911 GIS data:

- a) Presentation of need
- b) Discussion/Action as necessary on contracted services
- c) Changes to Chapter 24 Uniform Rural Address System

Discussion __For the purpose of assigning new addresses Missy has used a software that is licensed through GeoComm with the initial cost of \$10,000 a license, we have 2 of them. We were notified a couple months ago that the tool is going away, it's outdated so we needed to find another solution for issuing addresses. Amid finding a solution, Missy has brought up a greater conversation that she is no longer compensated by the 911 board for doing the addressing. After many meetings with the county HR Department, we have essentially determined that this is outside of Missy's current duties and that it's a responsibility of this board. I asked GeoComm who we already have a contractual relationship with if they would be interested in doing it. They came back with a quote of \$1898.00/year which is much cheaper than the \$10,000 addressing tool. I will remind you that if our GIS data in both of our PSAP's is maintained above the state accuracy standards this board receives \$24,000/year for the updating of GIS data. I would urge the board to approve the proposal from GeoComm for \$1898.00/year. There will be some follow up things that we need to look at down the road, the updating of the county ordinance pertaining to 911 addressing because the ordinance states that it's the Zoning Administrator and the 911 Boards responsibilities. McSheehy asks what the accuracy criteria is for the PSAP centers, Anderson states 90-95 for everything. _____

Motion __Sandholdt _____ Second __Wyman _____

Vote: All in favor

VIII. FY 2026-27 budget discussion:

- a) Board prioritization of surcharge fund expenses
- b) Discussion/Action regarding expense and revenue budget points
- c) Reimbursement to State of Iowa 911 resulting from surcharge shortfall

Discussion __Prior to Michelle leaving the Sheriffs office, Marcia, Michelle, Emily, and I sat down per your directive at the last meeting and worked towards, how do we determine what the budget's going to be. What we identified as a method, not saying it's the only method. What we came up with was using the Revenue: Wireless Surcharge, Wireline Surcharge, and the GIS Grant from the last full fiscal year 23-2024. Use the Revenues from that year to set the spending for the 26-2027 budget. Proposed spending for the FY2026-27 budget year would be \$284,358.71. The other outlier we are now working with is the state 911 system not being able to pay the bills to maintain the system. This means we will be receiving bills every quarter ranging from roughly \$2800-\$6500 through the 1st quarter of FY2026-27, these figures are projected costs and not actuals. Two years ago, this board approved the logging recorders for the PSAPS, for whatever reason RACOM never presented a bill and didn't complete any work on it, until I inquired about the invoices. This was a \$130K expense that hit right at the beginning of the year. Where we are at currently, we are 33% through this fiscal year but we've used 74% of our expenditure, which means we are going to have to do an amendment. We are asking the board to establish priorities to help us with knowing what expenses are to be paid. For instance, any expenditure that wasn't included in the approved budget will need board action and a budget amendment, and what is the minimum amount of the fund balance that is reserved for emergency contingencies? Anderson will prepopulate the budget form to see what it looks like and bring it back to the board early to mid-January. Sheriffs office will pay the \$8000 bill from RACOM with reimbursement from the 911 board at the next meeting. _____

IX. Set date for FY 2026-27 Budget Public Hearing:

Discussion: __Budget hearing sometime in February _____

X. Adjournment:

Motion __McSheehy _____ Second __Wyman _____