



Clinton County Emergency Management Commission Meeting

Wednesday, February 21, 2024 | 6:15 PM

Clinton County Satellite Office and Zoom Meeting
226 11th St, DeWitt, Iowa

Attendees:

- Board of Supervisors: Supervisor Jim Irwin
- Board of Supervisors: Supervisor Erin George
- City of Calamus: Councilperson Jim Sprague
- City of Camanche: Mayor Austin Pruett
- City of Charlotte: Councilperson Kelly Hosette
- City of Clinton: Mayor Scott Maddasion
- City of DeWitt: Mayor Steve Hasenmiller
- City of Goose Lake: Mayor Ken Schoon
- City of Grand Mound: Councilperson Joe Beitelspacher
- City of Low Moor: Councilperson Karna Rehr
- City of Welton: Mayor Jon Marlowe
- City of Wheatland: Councilperson Paul Stankee
- Sheriff's Office: Sheriff Bill Greenwalt
- Clinton County Communications: Eric Dau
- Emergency Management:
 - Coordinator, Chance Kness
 - Plans Officer, Nancy Burns
 - Operations Officer, Andrew Smith

City of Andover
City of Delmar
City of Lost Nation
City of Toronto

Media: None
Public: None

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1. Introductions – The meeting was called to order at 6:50 p.m. by Mayor Hasenmiller. Roll call attendance was completed.
 2. Approval of previous meeting minutes – January 17, 2024 – A motion to approve the previous meeting minutes as presented was made by Councilperson Stankee and seconded by Sheriff Greenwalt. Motion passed with all ayes.
 3. General Public - This is the time that the public can address the Commission. Public comments will be limited to 3 minutes per individual. – No comments from the public.
 4. Open Public Hearing for Fiscal Year 2024 Emergency Management Agency Budget Amendment.
 - a. Public Hearing was opened at 6:52 pm.
 - b. No comments were noted. Public Hearing was closed at 6:53 pm.

5. Discussion and Possible Action – Approval of City of Camanche request to modify grant application and award.
 - a. Kness explained that last month the EM Commission had asked for an amended application from the City of Camanche to move the site of the generator from City Hall to the Community Center at the same cost. He explained that he has made them aware that the project needs to be completed by the end of this FY.
 - b. A motion to approve the amended grant application and award was made by Councilperson Stankee and seconded by Councilperson Hosette. Motion passed with all ayes.
6. Discussion and Possible action – To approve a Budget Amendment (Fiscal Year 2024) in the amount of \$50,322.00.
 - a. Kness explained that the budget amendment includes grant projects that could not be completed in the previous FY, an unexpected replacement of the Coordinator’s laptop after a catastrophic failure, and the buyout of the copy machine contract. These are all existing funds.
 - b. A motion to approve the Emergency Management Agency Budget Amendment (FY 2024) in the amount of \$50,322.00 was made by Councilperson Stankee and seconded by Mayor Pruett. Motion carried with all ayes.
7. Open Public Hearing for Fiscal Year 2025 Emergency Management Agency and Communications Budget.
 - a. Public Hearing was opened at 6:55 pm.
 - b. No comments were noted. Public Hearing was closed at 6:56 pm.
8. Discussion – Federal Grant History related to EMA.
 - a. Kness explained that each year we bring totals of federal grant programs that eligibility is determined by work that EMA does to keep jurisdictions in Clinton County eligible to receive these funds. This is for awareness only.
9. Discussion – Review of 2023 Davenport Hazmat Report.
 - a. Kness discussed that we pay Davenport Hazmat every year for Hazmat response coverage and for training. The report is an accounting from them of the services they have provided to the county for the year.
10. Discussion and Possible action – To approve 2024/2025 Budget (Fiscal Year 2025)
 - a. Kness explained that he removed all drone line items and expenses from the budget so they can be moved to the Sheriff’s budget. He was also directed by the EM Commission Executive Committee to move the placeholder for the wages from 2% to 3%. Kness explained that he also went back and applied more of the rollover funds to expenditures and that is how we have now come down to \$326,963 for the tax revenue ask. He also updated the fund balance estimation based on these changes.
 - b. A motion to approve the 2024/2025 Budget was made by Sheriff Greenwalt and seconded by Mayor Schoon. Motion passes with all ayes.
11. Discussion and Possible Action – Outdoor Warning Siren Update
 - a. Kness explained that this was placed on the agenda as a placeholder but at this time there is no new item to act on. There will be many discussions forthcoming on this topic.
12. Discussion and Possible Action – Constellation Funding Request Update
 - a. Kness explained that this was also put on the agenda for a placeholder. There will be a meeting tomorrow at 1pm with Constellation and the Board of Supervisors and the EM Commission. Discussion ensued about the current funding and about things to discuss in the meeting tomorrow. There will also be a meeting next week with HSEMD and

some representatives from Clinton County to discuss the Radiological Emergency Preparedness situation as well.

13. Discussion and Possible Action – Permission for Chair to approve and sign the FFY24 ESF Plan updates when available.
 - a. Kness explained that each year we update a percentage of our plan and submit them to the State and we are required by the State to have the Chair sign them.
 - b. Motion was made by Sheriff Greenwalt for the Chair to approve and sign the FFY24 ESF Plan updates and was seconded by Councilperson Stankee. Motion carried with all ayes.
14. Discussion and Possible Action – Approval to extend the lease agreement for the Calamus Siren another 12 months.
 - a. Kness explained that we lease the ground for the Calamus Siren for \$50 per month. He would like approval to extend that lease another 12 months.
 - b. Motion to approve extending the lease another 12 months was made by Councilperson Stankee and seconded by Mayor Maddasion. Motion passed with all ayes.
15. Discussion and Possible Action – Approval for the EM Commission Executive Committee to take possible action on an amendment to the County Employee Handbook for hours worked calculations.
 - a. Kness explained that this was something that came up recently with Secondary Roads and Maintenance creating exceptions to the County Employee Handbook for hours worked. We are not prepared to present this tonight, so the Executive Committee discussed the possibility of asking for approval for the Executive Committee to take action on this item once more information is obtained. Discussion ensued over the basis of bringing this to the EM Commission.
 - b. A motion was made by Councilperson Stankee and seconded by Mayor Pruet to approve the EM Executive Committee to take action on this. After further discussion the motion by Councilperson Stankee and second by Mayor Pruet were rescinded and the decision was made for the Executive Committee to explore the situation with Human Resources and then bring any recommendations to the full EM Commission for discussion and possible action.
16. Discussion – Mitigation Plan Review
 - a. Review of Events/Incidents from 2023
 - Every year we compile a list of events and incidents throughout the county from the previous year. This helps us streamline the process for the 5-year plan update. We ask the commission to review our list and let us know if you know of any other events that should be included.
 - b. Progress of Mitigation Efforts – none discussed
 - c. Mitigation Funding Sources - none discussed
17. Other Business
 - a. Mayor Marlowe brought forward a suggestion that each Fire Department have signs to put out at the station when a Temporary Burn Ban is in place so that the residents are better informed. No vote can be made on this today, but Kness will look into the matter and we will bring it forward in the next meeting.
 - b. The FEMA Evaluated REP Exercise will be held February 27 and the EM Commission is invited to attend and observe if they wish.
 - c. The QC Regional Disaster Conference will be held on April 2 and Burns will send the flyer out to the EM Commission if anyone wants to attend.

- d. Sheriff Greenwalt explained some of the work that has been happening on school safety initiatives in the county and thanked EMA for the assistance that they have provided.
18. With no other business the meeting was adjourned at 8:50 pm.



Chance Kness, Coordinator

7/11/2024

Date



Emergency Management Chairperson

7-10-24

Date