

**MENARD COUNTY  
EMERGENCY TELEPHONE SYSTEMS BOARD**

**MEETING MINUTES**

**September 21, 2020**

The regular meeting of the Menard County ETSB was called to order by Mike Chandler at 7:00 p.m.

Members Present: Ron Cooley, Karen Boensel, Jason Huffman, Mike Chandler, Bob Lott, and John Balster.

Absent: Ben Hollis, Pat Rebbe, Dave King, Ken Yocom, Daniel Schirding

**BOARD MINUTES**

- A motion to accept the consent agenda of the September 21, 2020, ETSB regular meeting was made by Bob Lott and seconded by Jason Huffman. All aye. Motion carried unanimously.
- A motion to accept the minutes of August 17, 2020, ETSB regular meetings was made by Ron Cooley and seconded by Jason Huffman. All aye. Motion carried unanimously.
- A motion to accept the financial reports as presented was made by Bob Lott and seconded by Ron Cooley. All aye. Motion carried unanimously.

**911 COORDINATOR REPORT**

- The address dilemma on Petersburg Vet Clinic was discussed. Terry O'Brien's rural home is annexed to the city of Petersburg. John has left several messages and spoke with his spouse and still no reply and they have not complied with the agreement. We will not be liable if something happens with a 911 response. We feel we might need an attorney if this should cause a problem. We are going to send certified mail and all paperwork should be kept in a separate file. We are obligated by the National Standard. John will talk with the State's attorney, Gabe Grosboll and get the statute. If Terry O'Brien would get the business like his residence annexed to the city the addresses would all be correct. We will table for now until we speak to the State's attorney.
- John asked the Board on the Tallula addresses if we should invite them to a meeting or just give them the new addresses with examples of letters to send. It was suggested we combine the examples and send out with an invitation to attend.
- Tower monitor equipment was discussed with Steve at GTSI. They are looking at a mid-October installation.
- Oakford, Vineyard Hills buildings has been cleaned, cleared of brush, weeds, and had general maintenance completed. We will purchase chemicals for weed and brush control. Register was hot at the Oakford building on the baseboard electric heater and may have a switch control problem. John will go back and check again as it is hard wired. If there is a problem he will call Milstead to check it out. We will budget for next fiscal year to install a mini-split for Oakford and Vineyard Hills. A motion to purchase a 15 gallon electric sprayer was made by Bob Lott for use in general maintenance and seconded by Mike Chandler. All aye. Motion carried unanimously.

### **PSAP UPDATE**

- Jason had quotes for the purchase of 2 new dispatch office chairs. A motion to purchase said chairs with a budget of \$1,000.00 each was made by Bob Lott and seconded by Ron Cooley. All aye. Motion carried unanimously.
- CPR class for 2 employees should be starting in October.
- Jason stated they are having manpower issues again and will need to discuss as everyone is working several hours. Jason was discussing merging with another county and will keep the Board abreast of this situation.

### **OLD BUSINESS**

- None

### **NEW BUSINESS**

- None.

### **HEARING OF CITIZENS**

- None.

### **SPECIAL COMMITTEES REPORT**

- None

### **ADJOURN**

- A motion to adjourn was made by Bob Lott and seconded by Jason Huffman. All aye. Motion carried unanimously.

The next regular meeting will be held on October 19, 2020, at 7:00 p.m. at the Menard County Courthouse.

Respectfully submitted,

Karen Boensel  
Secretary/Board Member