

**OFFICIAL PROCEEDINGS OF THE
RICE & STEELE 911 CENTER JOINT POWERS BOARD
Commissioners Room/Rice County Government Service Building
Wednesday, June 7, 2023 at 4:00 PM**

I. Call to Order

A. The meeting was called to order by Commissioner Jim Abbe
Present: James Brady/Steele County; Brad Ness/City of Northfield; Jim Abbe/Steele County; Peter van Sluis/City of Faribault; Galen Malecha/Rice County; Jim Purfeerst/Rice County; Dave Burbank/City of Owatonna; Jesse Thomas/Rice County Sheriff; Sara Folsted/Rice County Administrator; Adam Johnson/Rice County Deputy Administrator; Paula O'Connell/Rice County Chief Financial Officer; Brian Becker/Rice & Steele 911 Center Administrator; Nikki Hable/Rice & Steele 911 Center Office Manager; Cheryl Pritzlaff/Rice & Steele 911 Center Interim Administrator and Jennifer Colby/Rice & Steele 911 Center Operations Manager.

B. Approval of Agenda

Brian Becker added addition to Agenda under New Business – E. Consideration of the 2024 Capital Budget Project request for local Government.

Motion by Galen Malecha, seconded by Brad Ness, to approve Agenda with added change.

RESULT: Approved, AYES: Dave Burbank, Brad Ness, Galen Malecha, Jim Purfeerst, Peter van Sluis, James Brady, Jim Abbe, NAYS: None

C: Approval of Minutes – Regular Meeting – May 3, 2023

Jim Abbe made change to Minutes under Call to Order. Note May 3, 2023 meeting was called to order by Commissioner Jim Abbe and not Jim Purfeerst.

Motion by Galen Malecha, seconded by Jim Purfeerst, to approve the Minutes with change.

RESULT: Approved, AYES: Dave Burbank, Brad Ness, Jim Purfeerst, Galen Malecha, Brad Ness, James Brady, Jim Abbe, NAYS: None

II. Finance – Brian Becker

A. Becker presented the Financial Statement through April 30, 2023, to the Board.
Motion by Brad Ness, seconded by Jim Purfeerst, to approve the Financial Report dated April 30, 2023, as presented.

RESULT: Approved, AYES: Dave Burbank, Brad Ness, Jim Purfeerst, Galen Malecha, Brad Ness, James Brady, Jim Abbe, NAYS: None

III. Operations Committee – Jesse Thomas

A. No update due to no meeting last month.

IV. Administration – Old Business – Brian Becker

- A. Becker provided a staffing update to the Board. Community outreach options for the 911 Center were discussed.
- B. Becker gave report to the Board on CAD and phone call totals from the month of April. There has been a large increase in 911 hang-up calls recently.
- C. The State of Minnesota is upgrading the ARMER System (Allied Radio Matrix for Emergency Radio). Becker said the upgrade will be taking place for the Southeast Region the 2nd half of this year. Included in your packet is the ANCOM quote for labor work on the upgrade and a quote from LOGIS for the switches for the 911 Center and the Faribault EOC. We did receive quotes from the State of MN Contract and those came in higher than LOGIS. We need to order the new switches in the near future due to the 80 day wait time to get the equipment. Becker asked the Board for approval for the Statewide ARMER upgrade quotes from LOGIS and ANCOM.

Motion by Dave Burbank, seconded by Galen Malecha, to approve ANCOM quote for installation of Materials for \$13,910.00 and LOGIS quote for new switches for \$18,334.28.

RESULT: Approved, AYES: Dave Burbank, Brad Ness, Jim Purfeerst, Galen Malecha, Peter van Sluis, James Brady, Jim Abbe, NAYS: None

Becker said he is also looking for approval to do the purchasing of the switches for Rice County and Steele County through the 911 Center's contract with LOGIS. If they purchase through the State MN Contract, their cost would be higher. Going through the 911 Center's contract with LOGIS will save each County around \$2,500. Once we receive the switches, we will bill Rice and Steele County for their switches.

Motion by Galen Malecha, seconded by Jim Purfeerst, to approve purchasing switch equipment for Rice County and Steele County and then bill each County when equipment is received.

RESULT: Approved, AYES: Dave Burbank, Brad Ness, Jim Purfeerst, Galen Malecha, Peter van Sluis, James Brady, Jim Abbe, NAYS: None

- D. Becker stated we had our first meeting with the City of Owatonna to discuss the future plans of the current building.

V. Administration – New Business – Brian Becker

- A. Becker brought Cheryl Pritzlaff up in front of the Board to thank her for everything she has done for the Center during his transition period. The Board also thanked Pritzlaff for her services when she took over the Interim Administrator position for the 911 Center.
- B. Becker brought new Operations Manager Jennifer Colby up to introduce her to the Board.

- C. Becker said we have received the preliminary audit report back from Baker Tilley, there were no findings of anything out of the ordinary.
- D. Becker asked the Board for approval of recognizing Juneteenth as an Observed Holiday for the 911 Center.
Motion by James Brady, seconded by Brad Ness to approve Juneteenth as an Observed Holiday.
RESULT: Approved, AYES: Dave Burbank, Brad Ness, Jim Purfeerst, Galen Malecha, Peter van Sluis, James Brady, Jim Abbe, NAYS: None
- E. Sara Folsted presented to the Board that a couple weeks ago, the State of MN sent out a memo to local Governments that announced their solicitation for the 2024 Capital Budget Requests and it is a 50/50 fund match. Folsted asked the Board if they would support Rice County submitting a Capital Budget Request knowing that we can edit and withdraw before the final decision in October.
Motion by Dave Burbank, seconded by James Brady to approve Rice County to submit an application to the State of Minnesota for Capital Budget Funding for 50/50 match funding.
RESULT: Approved, AYES: Dave Burbank, Brad Ness, Jim Purfeerst, Galen Malecha, Peter van Sluis, James Brady, Jim Abbe, NAYS: None

VI. Board Member Updates

- A. No updates

VII. Adjournment

Motion by Brad Ness, seconded by James Brady to adjourn the meeting.

RESULT: Approved, AYES: Dave Burbank, Brad Ness, Jim Purfeerst, Galen Malecha, Peter van Sluis, James Brady, Jim Abbe. NAYS: None