

*Note: These minutes are a draft and are not to be considered official until approved at the next meeting.*

**Poweshiek County 911  
Board Meeting Minutes for January 26, 2026**

The meeting was held in person and via ZOOM

Members Present: Brian Paul-EMA, Matt Maschmann-Sheriff, Gary Sears-Searsboro, Derek Kriegel-Hartwick, Rusty Massengale-Malcom, Dan Sicard-Grinnell, Kurt Hall-Brooklyn, Jason Roudabush-Poweshiek County

Dawn Disney-Addressing/Database Mgr.

Members Absent: Barnes City, Chelsea, New Sharon, Sully, Montezuma, Belle Plaine, Victor, Deep River, Gilman

Guest: Stacen Gross – SCG Consulting, Duane Vos – Racom, Doug Groenenboom - Racom

**Call to order and Roll Call**

Massengale called the meeting to order at 6:30 p.m. - Members present as listed above.

**Approval of Agenda**

Motioned by Paul to approve the agenda as presented, second by Maschman

**Approval of Minutes from June 17, 2025 Meeting**

Motioned by Maschmann to approve the minutes as presented, second by Sears. Motion carried.

**Business Items**

**Update on Countywide Radio System**

Status and finalizing the purchase agreement with Racom on the decommissioned shelters. Vos advised that Racom had two counties moving through projects where our shelter (the main shelter with two rooms and a generator) would fit perfect, but both of them have derailed to a point where that shelter won't fit their immediate needs. Racom contacted Cellsite Solutions, who are going to reach out to Massengale. They are in the business of buying, refurbishing and selling shelters, so hopefully that will be an out said Vos. The other two smaller cabinets are old telecom cabinets that are metal with flaps and a door that gets raised to work under, and they are small, but maybe it can be a package deal. Vos said hopefully that will work out and they have one other consultant working on a project and Racom is going to reach out to them as well. Racom will try to go those two routes and continue to try and find a way to get rid of the shelters.

Massengale advised that Cellsite Solutions is who we purchased the shelters from. Vos asked how long ago that was. It is believed to be around 2016-2017. Vos said that it has served a good life, but there is still life in it and they are trying to get them sold.

### **Factory Warranty Coverage Dates on SARA Equipment - Racom**

Groenenboom, with Racom, advised that he doesn't have a complete list yet, and that he has reached out to some of the vendors and is waiting to hear back. Two of the biggest parts of the system that are covered under maintenance are the generator and transfer switches. The generator has a five-year warranty, and the transfer switches have a one-year warranty, which has now expired. All of the work that Cellsite Solutions would have done, which would have been the buildings and the HVC would have all been refurbished and the bill of sale states that they are not covered under warranty. Groenenboom said that he has reached out to ask them if the civil work that they did, as far as fences and that kind of stuff, are covered and he hasn't heard back yet.

The company that installed the tower and lighting system haven't responded yet to his message, and the DC batteries/power plants have a pro-rated warranty for up to ten years, and he is trying to figure out what that is, but they are covered under warranty.

Massengale asked if they were providing the work on the generator at this time. Groenenboom said that they are not, that should be covered through 3E. They said that the first year of warranty on the generator has also expired, which would have been December 16<sup>th</sup> or 18<sup>th</sup>.

Vos asked if there were questions about the radios. Massengale said we are just wanting the information to put in our files on everything, so we know where we are and what is covered. Vos said that the radios are covered with the exception of the accessories. The ten-year warranty covers preventative maintenance, repairs and fixing the radios. Disney asked if there is a list of all of the equipment with serial numbers, etc., that shows what is covered and the expiration dates. Groenenboom said that he can get one for us. Groenenboom advised that the accessories come with a one-year warranty which has expired. Disney asked how it works when a new radio gets added on, or a radio gets replaced. Vos said that the maintenance is by piece. Disney asked if the new radio that replaced the damaged one just gets added on, or if it gets the one-year manufacturer's warranty plus whatever time is left on the ten years for the one it replaced. Groenenboom said that is a good question, that usually they revisit the number. The new radio doesn't automatically get a ten-year warranty but that it is added to the number. Disney said but since it is replacing a radio that was already covered, it wouldn't increase the number of radios and there should still be nine years left from the original radio under warranty. Groenenboom said, right so it would just even out. Vos said some contracts have a max number, and then if it goes over that then it would get adjusted. He said they would verify how our contract reads. Disney asked if she could just get a copy of the contract with a list of the equipment purchased and then we will all be on the same page. Vos said that they try not to nitpick.

Maschmann asked whether the radios that they have are covered. Groenenboom said that they were purchased prior and would not be covered. Maschmann said that three of them were not, and are new. Groenenboom said then they should be, but that Maschmann can get him the information on them and they will double check that as well.

Massengale said he would like a list of everything for a final close-out. Vos said you mean a list of what you bought? Massengale asked Roudabush if he thought that would be good, and Roudabush said that it would be good for insurance. Vos said that they did provide some values, and that was a good email exchange. Massengale said that he is just looking for a project close-out and make sure that everything is done, and where things have ended up, and that type of stuff.

Massengale asked if anyone had anything else. Disney reminded him that she was asked to hold the invoice for the annual maintenance agreement for \$150,560.00. Massengale went through each line item on the invoice and the associated costs for each. Vos said that all of the infrastructure, software, mobile radios, portable radios, and control stations are what the maintenance contract covers. Groenenboom gave a lesser amount due than what was on the invoice received. He said it may be due to additional radios being added on. Massengale said that the coverage dates are from 12/19/25 to 12/18/26 and that he did reach out to Racom and advised that he would like to wait to approve the invoice at this meeting, so they are aware of it. Groenenboom confirmed that there were two additional radios purchased for the Sheriff's Office by the Board of Supervisors, and a couple for the County Conservation Office, so that would be the difference in the price that he initially had.

Sicard mentioned that the Grinnell Street Department is looking to get on the radio system and wanted to know if they would be covered under this maintenance agreement. It was discussed and while the county purchased the radio system, the 911 Board has agreed to pay the maintenance agreement, and is responsible for who can use the system and whether or not they can be added to the 911 boards maintenance agreement. Sicard suggested that the board decide how such requests are going to be handled and who will be responsible for paying the maintenance of the equipment to eliminate problems moving forward. Discussion continued and Maschmann suggested that once approved by the 911 Board that those joining outside of fire/ambulance/law agree to pay the 911 Board the cost of the maintenance and be added to the existing maintenance agreement so that there is only one maintenance agreement covering the radio system, and equipment, and that the 911 Board would maintain control and decisions related to the system.

Massengale advised Vos and Groenenboom that he had communicated with their office about the date and timing of the invoice. He has requested that the invoice date be changed until January, so that the 911 Board can discuss and approve the payment at the annual budget workshop. Vos said that he would also make a note of that.

Vos reminded the board not to forget about looking to the future for what will need to be replaced and gathering replacement costs, etc., for budgeting and planning which will be here before we know it.

Maschmann motioned to approve the current maintenance agreement and invoice. Second by Kriegel. Motion carried.

### **Repair Invoice from Electrical Engineering – New Generator**

Massengale said the next item is the invoice from 3E for replacing a fuse on the new generator on 12/16/25 for \$907.50. The 911 Board received the invoice from 3E for service on the new generator, which was submitted for payment. At that time, Disney reached out to Racom regarding the maintenance contract, and she asked about the service call on the generator. She was advised to contact 3E to see if it should be covered by warranty. Disney did as was suggested, but hasn't had a response yet. Disney checked the date of service and it was December 15, 2025, which should be covered and fell within the first year from the purchase date. Disney has reached out to 3E, but hasn't heard back.

Groenenboom said this evening that he found out that the generator has a five-year warranty and that if 3E doesn't take care of it that Racom will. The repair was made within the first year of purchase.

### **Maintenance Agreement Renewal and Invoice – GeoComm**

GeoComm submitted a renewal maintenance agreement. The only changes made to the current agreement are the dates of coverage and service fees. Massengale said it covers GIS maintenance, MSAG and ALI maintenance and address services. The invoice is for \$7,133.41 for coverage through 12/31/26.

Disney had recently sent out a 911 service map in pdf form to the 911 board. Sicard noticed errors on the map that was sent and notified Disney. It was immediately addressed and being looked into. Disney advised the board that she would forward the correct map once it was received and verified. Sicard wanted to discuss why the 911 Board was paying GeoComm if the mapping information wasn't correct and could have been incorrect for several years. He stated that the dispatchers have been sending the correct services without using a correct map so he doesn't see the need for the costs spent. Gross advised that he had stopped in the dispatch center prior to the meeting and the dispatcher advised that she doesn't use the map, that she knows by heart who to send. Sicard said, so again, why are we paying for mapping? Lengthy discussion continued on the mapping, how it is used, how the information is submitted and maintained. Gross advised the board that the information that GeoComm uploads to the state is required in order for our county to receive the \$12,000 per year that the board receives.

It was suggested that at the countywide fire meetings, the attendees look at a paper map, and sign off on it. Sicard said that they are not very well attended. Gross proposed that he bring three maps annually to the 911 budget workshop, one for each emergency service with their districts outlined, and that everyone collaborate and make corrections, changes and sign off of them, so that there are check and balances. Massengale feels that this is a good place to start because every service has representation on this board. Sicard said that the individual representing the emergency service provider can designate someone to review and sign off on it if they choose, and he feels like every six months would be an adequate place to start.

Several members agreed and think after it is finalized, unless there are changes made that an annual review and approval should be sufficient. Disney will be contacting the Auditor, county GIS employee with the Assessor's office and the emergency services to confirm all district lines are correct and up-to-date and then send a new pdf map to all.

Maschmann motioned to approve the maintenance agreement and invoice with GeoComm as submitted, Hall second. Motion carried.

### **SCG Consulting – Contract Renewal**

Gross explained the history for anyone new, which initially began with GeoComm. They would assist with the budgeting and things that come up and about ten to twelve years ago they quit offering that service. Since then, Gross has been contracting through his own business. He advised that Disney pointed out to him that the contract he submitted three years ago has expired the end of December, 2025. Gross said that he has offered his services for \$2500 for the past six or seven years, and he is proposing to keep his fees the same. If the board is agreeable, he would like to contract for five years, rather than the three years going forward, but is good with whatever the service board decides.

Sicard asked if a contract for these services has to go out for an RFP. Massengale advised that he didn't believe that it does on a renewal. Maschmann said that he thinks if there are any changes made to an existing contract that you have to put it out for an RFP, but said that Roudabush would probably have a better idea on that subject. Sicard stated that the city has to each year for lawn mowing, even if they would like to have the same person as in the past. Massengale asked the board members if they had any suggestions and if they wanted to look wait and look into it. Sicard said that he suggests that we never spend money because of a last-minute lapse and noticing that a contract has expired.

Massengale asked Gross if he was alright with tabling it until the next meeting to give the board time to research it. He wants to make sure that we are doing it correctly. Gross had no problem with doing that.

Paul searched online and advised that under Iowa Administrative Rules the term "professional services" includes planning, design, consulting, legal and management services. Contracts over \$10,000 you have to have proposals from qualified firms, contracts under \$10,000 maybe directly negotiated.

Massengale said with that, he needs a motion to extend our agreement with SCG Consulting for \$2,500 annually for three years. Sicard made the motion to approve SCG Consulting's contract proposal as presented, Maschmann second. Motion carried.

### **Budget Workshop**

Gross went over the budget summary that was prepared and emailed out to the board prior to the meeting. He stated that there is nothing out of the ordinary except the maintenance agreement on the new radio system. He and Disney worked together and did increase the line item for the electric for the towers, as it has gone up.

The new charge back is the hot topic, where the states next gen program is charging back to the counties each quarter for 911 service. This change took place due to the bill that was passed July 1, 2025, where the state didn't want to give Iowa Homeland Security anymore money in their budget. Gross said that there is legislation to try and get rid of that. There are three bills; one that would hand over the 911 boards responsibilities to the local EMA, one that was introduced last legislative session to approve increasing the monthly wireless surcharge from \$1.00 to \$1.10 and didn't pass, and this year they are proposing an increase to \$1.15.

He believes the precipitant was that the local 911 boards are sitting on large amounts of money for future maintenance contracts and equipment upgrades, unlike other government office that zero out their budgets annually. There's been a lot of educating since the last session so that they understand the reason for 911 boards setting aside and banking money for future needs. He's hoping that we will only have to pay one or two more invoices to the state before this gets resolved.

Gross went through the expenditures and revenues from last year and projects the only increase is the electric fees. There is always a little extra put into the budget for any unexpected things that come up, in hopes to eliminate the need for a budget amendment in the future. The next five-year projection was discussed. He said that we have been budgeting the \$54,000 that was previously agreed to with Racom, but gets the feeling after the discussion this evening that isn't the case anymore. Vos said that it is still possible. Gross then asked Disney if the board has paid the 2<sup>nd</sup> quarter invoice from the state. Disney advised that she gets the invoice with the quarterly disbursements which hasn't been received yet. The 911 board had made the decision to be invoiced rather than have the state withhold the undetermined amount out of the surcharge funds, so that we can better track the costs. Gross agreed that is the best way to handle it.

The five-year projections show a decrease in the ending balance, but he feels that the between the changes that may take place and with a decrease in telephone charges that it isn't all doom and gloom and can change.

Vos said that in four years we need to place a maker to start discussions on what will need to be upgraded or replaced, and start that planning process. Disney asked when the ten-year maintenance actually started, was it when the equipment was received, installed, or the switch flipped, etc. Roudabush said it was when the last payment was made. Vos said, correct that would be December 1, 2025. The first year is whatever comes with each piece of equipment, which is typically one year, and when that runs out then Racom picks up the coverage from there.

Paul motioned to accept the budget as presented for legal publication. Second by Kriegel. Motion carried.

**Discussion**

Massengale asked if anyone had anything else for discussion. Vos, with Racom, said that there was a question as to whether or not there was a discount for paying the maintenance fees in advance. He stated that there is, one county paid five years in advance and received a 5% discount. Not that our board is in a position to pay in advance, but he wanted to let us know that there is a savings available if the board wants to consider it in the future.

There was an open discussion about consolidations of emergency services in Iowa.

**Next Meeting**

February 24, 2026 @ 6:30 p.m. – Poweshiek County Public Safety Building

**Adjourned @ 7:57 p.m.**

Motioned by Sears, second by Paul. Motion carried.