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 October 6, 2026

The meeting was held in person and via ZOOM

Members Present:	Brian Paul-EMA, Bill Bolen-Montezuma, Rusty Massengale - Malcom, Kurt Hall-Brooklyn, Erin DeCook-New Sharon, Matt Maschmann-County Sheriff Dawn Disney-Addressing/Database Mgr.
Members Absent:	Barnes City, Chelsea, Poweshiek County, Sully, Belle Plaine, Victor, Deep River, Gilman, Hartwick, Grinnell, Searsboro (Excused)
Guest:	Stacy Gross – SGC Consulting (via ZOOM)

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 Maschmann to approve the agenda as presented, second by Paul. Motion carried.

Approval of Minutes from June 24, 2026 Meeting

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

Business Items

Radio Tower HVAC Maintenance – Massengale

Massengale opened with mentioning the email sent to the board about the HVAC overtemperature alarm at the central site that Racom Net Control received in June. Both HVAC units inside the shelter were tripped and not working. Racom reset the units and they began to cool the building, and it was recommended to have an HVAC company look at the units to diagnose/remedy the situation. Jensen's Mechanical, Inc. determined that both filters were clogged with dust/debris causing the motors to run too hot and trip off the units. Massengale and Paul decided that it would be wise to have Jensen's check all four sites since they were unaware of any of them being checked since they had been installed.

At this time the 911 Board has not received an invoice for the service completed in June. Massengale has reached out to inquire about it, but hasn't heard anything back.

Massengale asked Gross if this could come out of the Radio Tower Budget. Gross said that there is money in the Generator Maintenance/Tower Rent line item that can be used for this, and that once the board gets through all of the service agreement stuff that we can re-evaluate it for next year's budget.

Maschmann advised that he had contacted over five different companies to try and obtain Preventative Maintenance Agreements for all four sites. Some were not interested, others were but never sent a quote and ultimately, he received two quotes. One from Jensen's Mechanical, Inc., and the other from Eilander Enterprises, LLC. Both quotes were forwarded to the 911 Board for review.

Massengale stated thought it would be good to get at least one more quote, so he reached out to Baumann Heating, Cooling and Refrigeration LLC for a third quote which was also forwarded to the 911 Board. Massengale went through the quotes from Jensen's Mechanical, Inc., Eilander Enterprises and Baumann Heating, Cooling and Refrigeration LLC. He pointed out that one quote listed the purchase of a battery-operated power washer, and doesn't feel that the board should be responsible for purchasing equipment for a business in order to provide the service.

Massengale asked Gross if this could come out of the Radio Tower Budget. Gross said that there is money in the Generator Maintenance/Tower Rent line item that can be used for this, and that once the board gets through all of the service agreement stuff that we can re-evaluate it for next year's budget.

Massengale asked if there was any further discussion on this. He then stated that Baumann is a relative of his, so he wouldn't have a say on this decision.

Paul said that he liked the professional agreement that Eilander Enterprises provided, and that it itemized clearly everything that is included. The emergency service rate is higher, but that is probably because he has two technicians that go on every call. DeCook agreed and said that maybe because he is doing a lot more with each service that will hopefully cut back the need for the emergency service calls which costs more.

Maschmann said that the towers have been in service for over two years and that there hasn't been any upkeep done to them. He said that any of the quotes that we go with, as long as they are getting cleaned, would be good. He's shocked that with the two sites being on gravel road that there haven't been problems before now.

Massengale asked if there were any other comments or questions regarding the bids. Hearing none he stated that he would entertain a motion.

Paul made a motion to approve the quote as written from Eilander Enterprises, LLC. Hall asked how frequent the board is wanting the service work done. Massengale said that he would think annually would be good to start with. Some thought annually would

be sufficient, DeCook mentioned having it done once in the Spring and again in the Fall for the first year with having sites on gravel. Disney said that maybe the sites on gravel could be serviced bi-annually and the other two annually. Maschmann agreed and said that is what he was thinking too. Massengale said he'd be in favor of having it done bi-annually initially and then can adjust it later after reviewing the service reports for the first year. He said we should do all four sites bi-annually the first year that it is cheap insurance.

Paul amended the motion on the floor to approve the Eilander Enterprises quote opting for the bi-annual service. Bolen seconded the amended motion. Motion passed.

Massengale, Chairman, will complete the bottom potion of the quote, sign, date and give it to Maschmann to forward to Eilander Enterprises, LLC, and copy Disney on it for record keeping.

Radio Tower Ground Maintenance – Paul

Massengale said that at this point he was going to jump ahead to the third item on the agenda and then come back to Radio Tower Ground Maintenance.

Payment Request for Mowing/Weed Eating 4 Tower Sites – Massengale

Massengale stated that the tower sites were looking terrible and out of control, so he took it upon himself to mow the four sites at this time. While loading up to go do so a couple of individuals that had stopped by said that they would go with him to help out. Massengale said that he purchased weed killer, they mowed, weeded and sprayed all four sites. It took them approximately five hours, and he wasn't asking to be paid, but was asking if the board would consider compensating the two individuals that helped him out.

He said that he just wanted to make them aware of this and that he took it upon himself to take care of it but is hoping that the board will consider compensating those that helped him out. The board can think about it and come back to it, or whatever you want to do.

Maschmann asked if he has a dollar amount that he is asking for. Massengale was going to look on line to see if there was a standard rate for mowing in Iowa, but hasn't done that yet. Hall said that he thinks they pay $250 per mowing, which takes about two hours, which is about $125 per hour. Massengale said that his help had about ten hours together, but the board can think about it and can come back to it unless you want to keep going and try and decide something. Hall suggested that Massengale just turn in a bill for it. Maschmann agreed and said that we probably needed something in writing. To type something up to include the spray that he purchased but that he thinks we need something in writing, and asked Disney if she agrees. Disney stated that she had already asked for Massengale to provide invoices for each individual that he wanted to get paid or an email detailing what he is asking for.

Maschmann asked if Massengale provided the invoice(s) and emailed if the board could approve it that way. Massengale said that he was thinking $55 per hour for each of them, so that would be $110 per hour. I can write it up and bring it to the next meeting. Maschmann said that he would make a motion to pay Massengale $1200 to include the cost of the spray that he purchased once an invoice is received. That way if we approve it now, all he has to do is provide Disney with an invoice and then it will be taken care of without making them wait until the board meets again. Hall suggested that the invoice be made out to those receiving the reimbursement instead of Massengale so we have clear records of who was actually being paid for the service. Disney recommended that Massengale provide three invoices; one with a receipt for the weed spray to reimburse Massengale, and the other two made out to each individual being paid for mowing.

Maschmann motioned to approve to pay Massengale $1200 for the work done at the four sites and the spray. Hall seconded the motion. Paul asked how many hours was being paid. Massengale said that they had ten hours together. Paul asked if it is ten hours at $55 per hours. Massengale corrected Maschmann and said that it would be $550 and the spray, because that was both of their hours added together. Paul said the it should come up to $640. Paul suggested that the board approve up to $650.

Maschmann amended his motion to pay $650 for the mowing and work already done. Motion seconded by Hall. Amended motion passed. Massengale thanked the board.

Disney asked Massengale if he'd email her the invoice(s) and a copy of the receipt.

Radio Tower Ground Maintenance – Paul

Massengale said that Roundabush talked to the County Engineer and he's going to have the Weed Commissioner keep the four sites sprayed for weeds. That doesn't include mowing on the outside.

Massengale said that he and Roudabush also discussed the mowing that might need to be done. Maschmann said that if they keep it sprayed that he doesn't think that they will need to be mowed. Maschmann said if they keep it sprayed for weeds and grass comes up, that the county doesn't mow the ditches and he'd wait to see what it does after they spray. If it is just prairie grass, he doesn't think it will need mowed. It was the weeds that were out of control, the horse weeds looked like trees. Massengale said that we can table this topic and see what happens.

Radio Request GPD

Chief McClelland submitted a written request prior to the meeting which was emailed out to the 911 Board. Paul said that he thinks the back story is that they were allocated a radio as part of the project. Chief Rielley at the time was getting a Chevy Traverse at the time as an administrative vehicle and opted not to have the mobile radio installed and to use his portable instead. McClelland is now getting a vehicle and getting a mobile radio installed. The cost to install the mobile radio is $11,000 and the radio that was allocated to the prior Chief is still sitting on the shelf and has never been assigned

to anyone. Paul suggested that he make a request to the 911 Board to get that radio assigned to him at this time. The request made states that GPD will be pay all costs associated with installing, programming and any other expenses that are incurred.

Paul said that the radio does no good sitting on a shelf and it might as well be put to good use. Hall asked if we budgeted to have a back-up sitting on a shelf. Paul said that we have spares built into the budget and that there are spares and some that were just never put into the vehicles, like this one.

Massengale said that he is all for it as long as there is still a spare for emergency purposes. Paul said he believes that there are three spare mobiles. When Montezuma purchased their new ambulance the cost of the radio was included, and it was already counted as part of the radio project, so that is one of the three extras. The portables were swapped out radio for radio and there are no spares portables, but there are mobiles.

Massengale asked if the radio is for the Chief's vehicle. Paul said that he believes so, but doesn't know if the vehicle is going to be fully outfitted, but knows that he wants lights, sirens, and actual mobile radio. It is a Ford Expedition but doesn't know if it is going to be marked.

DeCook motioned to approve the request as written by GPD to obtain a mobile radio the 911 Board has in stock, to be used in the new vehicle being outfitted by GPD. Maschmann seconded the motion. Motion passed.

Annual Software Maintenance (Central Square) – Sheriff

Maschmann stated that the decision was made to go to a cloud base server. One of the benefits is that the records will be backed up in three different states; Texas, South Dakota and possibly New York. He said that chance of a national disaster hitting all three of those locations at the same time is none, versus a tornado hitting Iowa and South Dakota at the same time would not be that far out of line. His office was replacing servers every three years. The IT Director researched the costs to switch over to the cloud-based server and determined that it will cost the county $400 more per year to switch. After making the switch the invoice now looks completely different. There are items included with the new service that they had been wanting, like Zuercher mapping which was $85,000 and now included for free.

He stated that he had initially sent the invoice to Disney highlighting line items he was asking to be paid by the 911 Board. The invoice was completely different than all of the previous invoices and hard to determine what each item was actually for. Disney reached out to Maschmann and advised her to hold off as he was having conversations with the vendor. He advised that he would bring his request to the board at the next meeting.

He's asking for the 911 Board to pay for the PowerPhone Interface, and Dispatch Annual Subscription Fee as has been done in the past. Along with that, he is asking that the

911 Board pay $2000.00 towards the $17,712.00 cost of the annual Cloud Subscription of $5,000. DeCook said that if the board pays the first two items and $4,000 towards the cloud service the total would be $8,002.91. Maschmann said that he doesn't expect the board to pay the full $8,000.00 in the budget because it is saving him money, and should save the 911 Board money as well. He's asking for $5,000 total.

Massengale stated that he thinks the board can pay more than $5,000 since there is $8,000 in the budget. Paul said that the board is also incurring additional costs for maintaining the towers. Maschmann agreed and said he's good with the $5,000 he's asking for.

Motioned by Paul to pay $5,000 towards the Central Square invoice. Seconded by Hall. Motion passed.

Payment Request for (NENA) Center Manager Certification Program – Sheriff

Maschmann stated that Disney received the request before he was aware that it was being requested. The current Dispatch Supervisor was unaware that he was on the 911 Board and sent it directly to Disney. When Disney responded to advise that she would put it on the agenda, she copied Maschmann on the email.

Disney said that there is $4,000 budgeted for training. It is up to Maschmann if he wants to approve sending his employee to this training and if so, then the 911 Board can approve paying the invoice as long as the training meets the requirements and there are funds available. Maschmann asked how much the class would cost. Disney advised that the invoice submitted is for $1,115.00. Maschmann stated that he looked up the class and called around and it is something that a lot of 911 centers use. He sent the supervisor and one other dispatcher to the National APCO/NENA Conference in San Antonio, Texas this year. He feels that is really good for them, and plans to send at least two dispatchers to that every year. He said that it opens their eyes, because we are stuck here in the Midwest and they see how things are done in little Sheriff's Offices here and it may not necessarily be the best way. They brought a lot of information back and have already made a few easy changes, and there are things that they are planning on changing next year that are larger. He went on to say that he did look this class up and it is a legitimate program. His office does not have any certifications right now, like CLIA that Grinnell is nationally certified in. The Iowa State Sheriff's and Deputies Association has made a certification process for the Sheriff Offices to go through, and if we want to do that, this is one of the requirements that the Dispatch Center has to have to get it. He feels it would be beneficial to get the certificate. If she does go to the training, the claim she has submitted to the 911 Board is for the class, and he will be paying for the meals, wages, and the rest of the expenses.

Paul asked what the class is actually for. Maschmann said it is for a NENA Certification for managing 911 Centers. Massengale asked if only one person needs to attend or if more should go? Maschmann said that it is for the person in charge of the 911 Center or their designee and she is the Dispatch Supervisor, so she is the only that will be sent.

Paul asked where the class is being held, and Maschmann said that this one is in DeKalb, Illinois. He looked at the ones from the last couple of years and this one is about 800 miles closer than anything else that they've offered. He feels with that in mind this would be the year to send her. She can drive there and it is better than having to fly further away for the same training.

Massengale said that it is good to see the funds going to some good stuff. Paul stated that he is all about employees getting training and seeing what else is out there versus staying in our little silo.

DeCook motioned to pay the invoice as submitted. Paul seconded the motion. Motion passed.

Discussion

Massengale stated that he reached out to Racom regarding the shelter again and hasn't heard back. Maschmann said that they are busy with their annual PM stuff and extremely busy right now. Massengale also talked to Chad Coburn with PWA to see if they had any need for that shelter. Coburn didn't think that they did, but later texted Massengale inquiring about the cabinets at the Deep River and Holiday Lake sites and wanted to have permission to look at those and see if they were something that they could utilize. He stated that it is his opinion, for what those cabinets are and taking into consideration that PWA has allowed this board the use of their water towers all of these years at no cost, and that the cabinets would more than likely end up being scrap metal to the board, that the board should consider giving them to PWA. He wanted to run it by the board before he said anything to Coburn. He asked if there was any discussion on it. Paul said that he didn't think we would get anything for them, and is not opposed unless someone says otherwise that the board should give them to them. Massengale said that he wants to get the old sites cleaned up. He noticed that there is some old cable going up to the top and is going to ask Racom about it, because if it is ours, it should have been removed as party of the decommission process and wants to give back the product that they let us use. He will double check on that as well when speaking to Racom.

Disney asked if he wants that on the agenda for the next meeting since it can't be voted on at this time. He said unless the board has anymore discussion on it, he'd just advise Coburn. Disney said that since it is property of the 911 Board that it should be voted on, and a record of how it was disposed of. Hall agreed that it needed to be as a matter of having a record.

Maschmann stated that he wants to get the maintenance of the generators on the agenda for the next meeting as well. The technician from 3E advised that the generator he worked on hadn't had anything done to it in two years as far as service. He said that 3E was awesome at responding to him when he called, and they responded the next day. Disney said that the invoices are now coming with a detailed service report, which

is extremely helpful. Disney asked if the board is just getting a quote from 3E, or others as well. Maschmann said he was just asking to get it on the agenda and not sure what the board normally does. He said that an individual saw the phone number at the tower site and called him wanted to be able to go in and look at it. Maschmann asked who is

was and found that he was a freelance individual. Maschmann advised that the general public is not allowed in the tower sites. Disney said that in the past the board put it out for bids, like they did for the HVAC quotes. Massengale suggested reaching out to 3E, Altorfer's, CAT and Zigler's and anybody else that the board may think of, and try and get two or three quotes so that we can get them serviced and budget for it going forward. He asked how much we currently have in the budget for this. Disney advised the current budget has $20,000. Gross said that will have to be probably be increased. Disney asked the brand of the generators. Massengale believes they are Kohler's and he will reach out to the companies mentioned and ask for quotes. He asked if the board wants the quotes to be for annual service and emergency pricing, and believed that in the past the annual service included changing the batteries. Hall said that they should be able to load check them and replace them as needed. Maschmann said that they shouldn't have to even load check them as they run every week and an hour after they shut off, he receives a report showing when they ran and how everything checks out. Massengale said that we also need to think about getting rid of the GFI plug. It was discussed before because it could trip in the winter causing the heaters not to run, and winter is coming.

Massengale asked Gross if he had anything to discuss. Gross said he made some notes for the budget which is coming up soon and it was a good meeting, but he is attending a conference and was going to drop off of ZOOM at this time.

Disney asked if everyone knows DeCook, and if not wanted to introduce and welcome her. Also, the Mayor of Barnes City, Jeff Innis, contacted Disney to advise that he is the new representative for Barnes City on this board and she just wanted to make everyone aware of those two changes.

Massengale will get the quotes for the generators before the next meeting. After further discussion members thought that maybe having it sometime the beginning of December and including the budget workshop would work out best. Disney will reach out to Gross to see what dates he has available and tentatively try for December 1st.

Next Meeting

TBD @ 6:30 p.m. – Poweshiek County Public Safety Building

Adjourned @ 7:43 p.m.

Motioned by Bolen, second by Paul. Motion carried.