



JOINT CENTRAL LAKE COUNTY ETSB

SPECIAL MEETING AGENDA

JOINT CENTRAL LAKE COUNTY
EMERGENCY TELEPHONE SYSTEM BOARD
Monday, April 26, 2021 – 3:30 PM

Pursuant to Section 7(e)(4) of the Illinois Open Meetings Act (5 ILCS 120/7(e)(4)) and Governor Pritzker's Gubernatorial Disaster Proclamation dated June 26, 2020, access to this meeting is available via virtual meeting link or phone conference. An in-person meeting is not practical or prudent considering the current COVID-19 public health emergency and the prohibition of public gatherings of 50 or more.

*If you wish to participate in the meeting live, please use the following link: <https://www.gotomeet.me/VillageofMundelein> during the scheduled meeting time. You can also dial in using your phone: United States: **+1 (312) 757-3121** Access Code: **325-343-085**. Members of the public will also have an opportunity to participate in the public commentary portion of the meeting by phone if they choose to do so.*

If you cannot attend the meeting by phone or computer and you wish to submit a question or comment to be read during the public commentary portion of the meeting, please email your full name and your question or comment to dhansen@mundelein.org or text to 847-815-9268. Please put "Public Commentary" in the subject line. Comments received during the meeting, but after the public commentary portion has ended, will be provided to the Commission/Committee Members after the meeting.

- I. CALL TO ORDER
- II. ATTENDANCE
- III. APPROVAL OF MINUTES
 - A. January 12, 2021 meeting
 - B. April 13, 2021 meeting
- IV. PUBLIC COMMENTARY
- V. REPORTS



JOINT CENTRAL LAKE COUNTY ETSB

A. CHAIRMAN'S REPORT

B. TREASURER'S REPORT

As presented in agenda packet

C. ATTORNEY REPORT

VI. NEW BUSINESS

VII. OLD BUSINESS

A. Capital Improvement Fund

VIII. EXECUTIVE SESSION

V. ADJOURNMENT

Future Meetings:

- Tuesday, July 13, 2021 at 3:30 pm
- Tuesday, October 12, 2021 at 3:30 pm



JOINT CENTRAL LAKE COUNTY ETSB

MEETING MINUTES

Teleconference (847) 949-3205 Meeting #7101

The January 12, 2021 meeting was called to order at 3:31 pm by Bill Lark

Attendance of board members included: R. Meier, T. Isaacs, J. Stried, M. Sheedy, L. Perez, B. Lark, J. Monahan and D. Haywood

Absent board members included: D. Urban

Also in attendance were: Attorney John Kelly, Don Hansen

Motion made by Perez seconded by Isaacs to approve the minutes from the October 13, 2020 meeting. Roll call vote taken: 7- Ayes, 0- Nays, 1- Abstain. Motion passed.

There was no public comment. Chairman closed the floor to public comment at 3:33 pm

Chairman's report:

- Board position previously held by Chief Eric Guenther was replaced by the newly appointed Chief of Police John Monahan.
- Thank you to Terry Isaacs for his service as the Winthrop Harbor citizen appointment. North Chicago will fill the rotating citizen representative at the April 13th meeting.

Treasurers Report:

- As submitted in agenda packet

Motion made by Perez, seconded by Meier to approve the treasurer's report. Roll Call vote taken: 8- Ayes, 0- Nays, 0- Abstain. Motion passed.

Motion made by Meier, seconded by Sheedy to ratify payments in the amount of \$250,750.00. Roll Call vote taken: 8- Ayes, 0- Nays, 0- Abstain. Motion passed.

Attorney's Report:

- J. Kelly reported the State 9-1-1 Advisory Board meeting was cancelled earlier today because there was not a quorum of members. Several seats on the board remain un-filled. There are draft legislative changes circulating that are pending legislative approval in the next session. The 2020-Annual Financial Reports are due to the State by January 31, 2021

New Business:

- The 2020 Annual Financial Report is being compiled and will be submitted by the deadline. A copy of the report was provided for review and there were no questions or comments. The



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board will seek direction from the State 9-1-1 Administrators office about the pending balance transfer from the dissolved North Chicago ETSB.

Old Business:

- Capital Improvement Fund- Continued discussion to create a CIP account within the JETSB by members contributing a percent of 9-1-1 Revenue to be used for mutually beneficial capital costs that which are permissible under the Emergency Telephone System Act. Attorney Kelly will draft a Board Policy with more details for the Board to consider at the April meeting. No action was taken.

There was no need for an Executive Session.

The upcoming meeting dates are schedule for:

Tuesday, April 13, 2021 at 3:30 pm
 Tuesday, July 13, 2021 at 3:30 pm
 Tuesday, October 12, 2021 at 3:30 pm

The meeting was adjourned by Lark at 1551 hours as all agenda items were addressed and the was no other business to discuss.

Chairman

Secretary



JOINT CENTRAL LAKE COUNTY ETSB

MEETING MINUTES

Teleconference (847) 949-3205 Meeting #7101

The April 13, 2021 meeting was called to order at 3:38 pm by Bill Lark

Attendance of board members included: R. Meier, B. Lark, J. Monahan and D. Haywood

Absent board members included: D. Urban, L. Perez, M. Sheedy, A. McCoy(WHFD), NC Citizen appointee

Also in attendance was: D. Hansen

Because a quorum of members was not present, no business was conducted.

There was no public comment. Chairman closed the floor to public comment at 3:42 pm

Chairman's report:

- Board position currently held by Robin Meier will be replaced following the Mayoral appointment and Village Board approval.
- Diana O'Connell was introduced as the new Dispatch Coordinator. Diana has 31 years of work-related experience and previously worked in a similar sized consolidated dispatch center.
- A Special Meeting of the Board will be scheduled for Monday, April 26, 2021 at 3:30 pm via web-conference.

Treasurers Report: No Action Taken

- Submitted in agenda packet.

Attorney Report: None

New Business: None

Old Business: No Action Taken

- Capital Improvement Fund- Continued discussion to create a CIP account within the JETSB by members contributing a percent of 9-1-1 Revenue to be used for mutually beneficial capital costs that which are permissible under the Emergency Telephone System Act.

There was no need for an Executive Session.

The upcoming meeting dates are schedule for:

Monday, April 26, 2021 at 3:30 pm- Special Meeting

Tuesday, July 13, 2021 at 3:30 pm



JOINT CENTRAL LAKE COUNTY ETSB

Tuesday, October 12, 2021 at 3:30 pm

The meeting was adjourned by Lark at 3:44 pm.

Chairman

Secretary

DRAFT

Joint Central Lake County
ETSB Financial Report
April 2021



Winthrop Harbor

2019 Beginning balance	\$	-		
<u>911 Funds from State</u>				
January-December 2019	\$	102,953	March-Dec 2019 Services	\$ (128,857)
January-December 2020	\$	106,893	Jan-Dec 2020 Services	\$ (158,003)
January 2021	\$	8,264	January 2021 Services	\$ (13,223)
February 2021	\$	8,261	February 2021 Services	\$ (13,223)
March 2021	\$	8,559	March 2021 Services	\$ (13,571)
Sub-Total	\$	234,930		\$ (326,876)
<u>Payments from Winthrop Harbor</u>				
April 2019	\$	12,886	Grant *	\$ 80,431
May 2019	\$	12,886		
Total	\$	260,701	Cash Balance April 2021	\$ <u>14,255</u>

North Chicago

2020 Beginning balance	\$	-		
<u>Payments from North Chicago</u>				
October 2020	\$	167,708	June-December 2020 Services	\$ (311,458)
November 2020	\$	18,697	January 2021 Services	\$ (47,917)
January 2021	\$	470,868	February 2021 Services	\$ (47,917)
February 2021	\$	143,750	March 2021 Services	\$ (47,917)
<u>911 Funds from State</u>				
November 2020	\$	15,517		
December 2020	\$	17,334	Grant *	\$ 74,614
January 2021	\$	15,572	Grant *	\$ 145,708
February 2021	\$	17,299		
March 2021	\$	18,172		
Total	\$	884,917	Cash Balance April 2021	\$ <u>650,030</u>

* Grants received to defray non-recurring costs associated with 9-1-1 System Consolidation

Joint Central Lake County
ETSB Financial Report



April 21



Payments to Ratify

April 13, 2021

Wages/Benefits for Dispatch Personnel	\$ 250,000
G2 Station Alerting System	\$ 104,586
Legal Services	\$ 750
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Total	<u>\$ 355,336</u>