

**Minutes of Winnebago County 911 Service Board**  
**Public Budget Hearing & Regular Meeting**  
**Meeting date: Jan 16, 2024**

**Call to order:** A public budget hearing and a regular business meeting of the Winnebago County 911 Service Board was open to the public to meet in person at the Public Safety Center in Forest City. The meeting convened at 4:00 p.m. Chairman Terry Durby presiding and Jennifer Ackerman, Secretary.

**Members in attendance:** Terry Durby – representing Winnebago County, Andy Buffington – representing Winnebago Co Emergency Management, Steven Hepperly – representing Winnebago Co Sheriff Dept, Thomas Montgomery & Daisy Huffman – representing Forest City, Mike Hauan– representing Thompson, Troy Armstrong – representing Buffalo Center, Guy Langfald – representing Scarville.

**Members not in attendance:** Representatives of Lake Mills, Rake, Crystal Lake, Joice and Woden.

**Approval of Minutes and Agenda:** Mr. Hauan made a motion to approve the agenda and the minutes from the meeting held Jan 31, 2023. Mr. Armstrong offered a second. All voted aye, motion carried.

**Election of Officers:** Mr. Hauan made a motion to retain Mr. Durby as chairman and Mr. Montgomery as vice chairman. Mr. Buffington offered a second, all voted aye, motion carried.

**Grant Updates:** Ms. Ackerman advised the Worth County Development Authority awarded the 911 Service Board six grants totaling around \$43,000 to purchase two portables for each fire department in the county with 911 funds paying 25%, which will come out of the current budget. Ms. Ackerman advised the FEMA grant, for which the Board hired a grant writer for, is in the works and will be submitted at the end of January with an expected award date around April. The fire department personnel have been working diligently with the grant writer to submit the needed information for this grant.

**Assign Fund Balance:** Ms. Ackerman advised the 911 fund will have an ending fund balance of approximately \$113,000 at the end of FY25 if this budget is approved as is. Mr. Buffington advised the Board to consider assigning those funds for a purpose because the state can lower the amount of surcharge received if the money goes unassigned. Mr. Buffington made a motion to assign the ending fund balance to future 911 improvements. Mr. Armstrong offered a second. All voted aye, motion carried.

**Recording Software:** Ms. Ackerman received two quotes for recording hardware/software, one for Eventide for \$25,540 with 4-year extended maintenance of \$13,950 to be paid over 4 years after the first-year warranty ends. The other quote for Equature for \$37,608.45 to be paid over 5 years with annual maintenance included. Ms. Ackerman advised that currently audio is being captured and accessed in three different places. The 911 recordings are being recorded on the state shared services Eventide recorder, the 700 MHz radio traffic is being recorded in Worth County on an Eventide recorder which we contract with to receive access to. The business phones and Vhf radio traffic is being recorded on Equature at the tower site. The Equature contract is up, and the recording hardware needs to be replaced. Jeff Yates with Wahltek, the Eventide vendor, advised with the purchase of a new Eventide recorder in place of the Equature recorder, the three Eventide systems can be consolidated for retrieval

which would make capturing audio recordings simpler and less time consuming. Mr. Armstrong made a motion to accept the Eventide quote, Mr. Hepperly offered a second, all voted aye, motion carried.

**Public Budget Hearing:** Mr. Durby asked if there were any questions or discussion on the proposed budget. There was none. Mr. Buffington made a motion to approve the budget, Mr. Armstrong offered a second, all voted aye, motion carried.

**Adjournment:** Mr. Armstrong made a motion to adjourn. Mr. Langfald offered a second; all voted aye, meeting adjourned at 4:24 p.m.

Jennifer Ackerman

January 28, 2025

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**Secretary Winnebago County E911 Service Board**

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**Date of Approval**