

MINUTES

Metro Management Council

Wednesday, April 26th, 2017
3:30 PM – 5:02 PM
County Admin Building
415 N Dakota Ave

Members Present: Mayor Mike Huether, Commissioner Jeff Barth (arrived at 3:42 PM), Council Member Michelle Erpenbach, Commissioner Dean Karsky, Council Member Rick Kiley.

Attendees: Matt Burns, Justin Faber, Jill Franken, Maggie Gillespie, Kersten Kappmeyer, Dr. Jeff Luther, Mike Milstead, Carol Muller, Jesseca Mundahl, Paul Niedringhaus, Ona Reker, Jim Sideras

1. Approval of Agenda

Motion made by Council Member Erpenbach, seconded by Commissioner Karsky, to approve the agenda. Motion carried.

2. Approval of Minutes Dated March 8, 2017

Motion made by Council Member Kiley, seconded by Commissioner Karsky, to approve the minutes of the meeting dated March 8th, 2017. Motion carried.

3. Presentation of Financial Statements for the Month of March, 2017,

Reker presented the monthly financial statements for March 2017, reminding the council that these reflect prepaid adjustments.

She reported no concerns with the balance sheet. Service revenues increased due to the increase in the EMS payment structure fee. She noted a significant expenditure made for moving phone system equipment. Training and travel is down; a concerted effort by Director Niedringhaus to effectively manage this line item. Utilities are also down. She also noted compared to 2016, personnel expenses increased due to COLA and timing of “3rd pay period.” The council approved the formatting changes to the income and loss statements as they had requested during the March meeting.

Motion made by Council Member Kiley, seconded by Commissioner Karsky, to approve the financial statements as presented and pending auditor review. Motion carried.

4. Presentation of 2018 Budget

Director Niedringhaus presented the agency’s proposed 2018 budget, along with projected cash flow through 2022. He delivered a presentation of significant 2018 budget highlights and future year opportunities and benefits.

Commissioner Barth arrived to the meeting at 3:42 PM.

Significant discussion was held on the instability of 911 surcharge revenues and single year extension of the 911 surcharge sunset legislation, along with their effect

on both the 2018 budget and future cash flow projections. Niedringhaus observed these concerns logically affect all PSAPs across the state, reporting he and his team continue to review revenues and subscriber counts, while exchanging information and concerns with various state staff in an effort to address local concerns.

Within the proposed budget Director Niedringhaus requested the addition of 1 operational FTE to address identified staffing concerns during peak center days and hours. Mayor Huether requested documentation of call volume and projection of the direct correlation and impact this FTE would have on productivity in the center.

Niedringhaus reviewed the budgeted decrease in total operating expenses for 2018, largely due to reduced maintenance contracts and utilities. As previously projected, budgeted capital outlay supports the second and final contribution towards new public safety software transition.

Discussion of projected city and county support increases, along with appropriate cash reserves, was held. Consensus put importance on maintaining a healthy reserve for future projects and long term fiscal health of the agency, recognizing the parallel of 911 surcharge revenue to required local support.

Mayor Huether and the council encouraged Niedringhaus to reach out to the SD Departments of Revenue and Public Safety with concerns regarding 911 surcharge revenue, including instability of subscriber numbers, lack of relation in subscriber and local population growth, along with consensus for a vendor level review of data. They discussed drafting of a letter to key departments and individuals in Pierre co-signed by Director Niedringhaus and the council to present these concerns and express urgency in addressing them.

The council requested a special meeting be scheduled sometime in May or June for follow-up of requested information and actions before approval of the 2018 budget.

5. Director's Report

Niedringhaus advised agency staffing remained strong and provided an update that he and Minnehaha County Sheriff Mike Milstead had met with Lincoln County PSAP Director Todd Baldwin, as well as the Lincoln County Sheriff establishing open communications to review potential working opportunities, including the possibility of a shared backup center.

6. Executive Session – Contractual

Due to time constraints, at the request of the council, this agenda item was delayed until the special meeting.

7. Adjournment

Motion made by Commission Barth, seconded Commissioner Karsky, to adjourn the meeting at 5:02 p.m. Motion carried.