

Emergency Management Commission
Regular Meeting December 18, 2025, 4:35 PM

Attending: Paul Ver Meer, Kristie Nixon, Judy Hopkins, Dennis Brown, Roger Cheers, and Brian Bolton. Bridget Mitchell attended via ZOOM. Nick Pauly from Creston News Advertiser was also present. Absent was representation from Shannon City, Lorimor and Creston.

A & B. *Brian called the meeting to order at 4:37 PM. Kristie made a motion to approve the agenda with a change of last meeting's date. Roger seconded that motion. All in favor, motion carried. (AIF-MC).*

C. *Roger made a motion to accept the minutes as presented from the November 19, 2025 regular meeting. Dennis seconded. No further discussion. AIF-MC.*

D. *Paul then presented his Coordinator Report.*

1. Paul has opened a line of credit with Galls for uniform clothing such as shirts, etc.

6. He also set up an account for Emergency Management Agency with Heartland Tire for maintenance on the pickup. Other departments in the county have accounts there, also.

5. IT Discussion. Paul verified with Mainstay and with Roger Vicker that their quotes are for a calendar year. Vicker's was \$1200 for a limited amount of hours and then \$100/hour after. Mainstay quoted \$900 with no maximum of hours, but with charges for actual trips. Most of their repairs are done remotely. Paul has worked with Mainstay for 17 years in his previous positions. Dennis made a motion to accept Mainstay's bid and service agreement. Kristie seconded. No further discussion. AIF-MC.

2. Paul presented an initial budget for 2026/2027 with an ideal breakdown of line items for the last three years and the proposed budget with any increase percentages. He mentioned State Auditors prefer 25% of expenses for a cash balance. We currently have 35%, so Paul increased vehicle expense and miscellaneous expenses with the proposed budget.

3. He asked if the Commission feels a need for a budget workshop meeting. Dennis thought we really should to be more responsible. We will have a budget workshop December 29, 2025, at 4:35 PM, it was decided.

4. Paul has mostly completed the NOI for the 2026 EMPG application. Past Coordinator, Jo Duckworth, is coming in next week to help with the final details of the application. It needs to be done by the end of February, 2026. Still no word or funding received from the approved 2025 EMPG application.

E. *Judy made a motion to accept the claims as presented. Roger seconded that motion. No further discussion. AIF-MC.*

F. *Other items for discussion included Paul informing us the Facebook page for EMA is up. Also, Paul wants us to remember to approve a public hearing date and time for the proposed budget at our Budget Workshop meeting December 29, 2025.*

G. *Judy made a motion to adjourn at 5:11 PM. Kristie seconded that motion. AIF-MC.*

Our next regular meeting date will be January 21, 2026, at 4:35 PM and the Budget Workshop will be December 29, 2025, at 4:35 PM.

Approved December 29, 2025,

Judy Hopkins