

## MINUTES

### EMERGENCY TELEPHONE SYSTEM BOARD

First Floor Conference Room  
53 South La Grange Road  
La Grange, IL 60525

Monday, February 25, 2013 - 6:45 p.m.

#### 1. CALL TO ORDER AND ROLL CALL

A meeting of the Emergency Telephone System Board (ETSB) of the Village of La Grange was held on Monday, February 25, 2013, in the First Floor Conference Room of the Village Hall and was called to order at 6:45 p.m. by Village President Elizabeth Asperger.

Present and constituting a quorum were: Trustee Bill Holder, Fire Chief Bill Bryzgalski, Police Chief Mike Holub and Village Manager Bob Pilipiszyn with Chairman Asperger presiding.

Also present were: Assistant Village Manager Andri Peterson and Finance Director Lou Cipparrone.

#### 2. APPROVAL OF MINUTES

The minutes of the ETSB meeting of February 27, 2012 were presented for approval with no changes noted. It was moved by Trustee Holder, seconded by Village Manager Bob Pilipiszyn that the ETSB Minutes of February 27, 2012 be approved. Approved by voice vote.

#### 3. REVIEW OF THE EMERGENCY TELEPHONE SYSTEM BOARD BUDGET FOR FY 2013-14

Revenues: Finance Director Cipparrone briefly reviewed the two primary revenue sources for the ETSB Fund: 1) 911 Surcharge Fee of \$.75 per land line and 2) Wireless 911 Surcharge of \$.73 per line. The Village receives \$.49 of the \$.73 fee per line wireless fee with the balance funding telecommunications grants for rural areas in downstate Illinois.

ETSB revenues decrease significantly in FY 2012-13 due to a new law which changed the collection and distribution methods for prepaid wireless fees, effective January 1, 2012. Due to the significant decrease in receipts, the Village contacted the ICC requesting more information regarding collection of the wireless fee under the new law and that a review be conducted to ensure that receipts were being collected and distributed accurately.

The Village received an explanatory letter from the ICC stating that under the previous prepaid law, funding was based upon zip code and the carrier had the ability to use the customers address, assign a zip code of their choice to a mobile telephone number (which

often meant all money for a prefix would end up on one zip code) or to use the zip code of the point of sale; which led to high concentration of funds in a small number of systems.

Under the old law, La Grange was collected prepaid fees from approximately 23,000 lines in the 60525 zip code. With a population of 15,500, we were receiving funds for approximately 1.5 prepaid wireless phone lines for every person within the Village, with a state average of .8 lines per person.

Prepaid fees are now distributed based upon the ratio of post-paid customers within the municipality. Post-paid customers are wireless subscribers who pay a monthly bill for their wireless service (versus prepaid in which subscribers buy minutes in advance for their service). The new law has no impact on the 911 post-paid wireless surcharge.

The ICC also noted that revenue from the prepaid surcharge is down significantly under the new law. It was also reported that the ICC and IDOR will continue to monitor the situation and keep counties and municipalities informed on subsequent collections.

Due to the significant decrease in prepaid wireless fees, beginning in FY 2013-14 the transfer to ERF for the future replacement of 911 equipment has been eliminated, and the transfer to the General Fund for personnel costs attributable directly to the operation of the emergency telephone system has been reduced.

These adjustments to the ETSB budget will extend the fund's reserves, during which time the technical study to examine operational, capital, financial and governance issues relating to a combined dispatch center is being completed, evaluated and implemented. Approximately \$450,000 of reserve funds remain available within ERF for potential costs associated with consolidated dispatch and/or the future replacement of 911 equipment.

Chief Holub also reported that the sunset date for the wireless 911 surcharge has been extended to August 2013. This date has been amended legislatively twice and it will need to be amended again in order to keep the surcharge active. New State legislation is currently in committee which would extend the collection of the wireless fee to 2019. However, if the wireless 911 surcharge is not renewed, the Village may need to consider a referendum to increase the landline surcharge to fund future ETSB expenditures.

Grants: The Village was awarded federal funding to enhance law enforcement technology and equipment including the next phase of 911 services and digital mapping. The grant funds were allocated as follows: \$75,000 for enhanced 911 services and \$25,000 for digital mapping. As the implementation of the Geographical Information System (GIS), which includes the digital mapping component of the enhanced 911 systems, was postponed due to budgetary constraints, the Village has been awarded a three-year extension to complete the project in order to receive the full amount of the grant. For budgetary purposes, receipt of the federal funds is reflected in FY 2014-15.

Expenses: Finance Director Cipparrone briefly reviewed the various routine operating expenditures within the fund.

Telephone expenditures include E-911 line service, E-911 wireless line service, and the Areawide Law Enforcement Radio Terminal System (A.L.E.R.T.S.). The Equipment Maintenance line item primarily reflects annual maintenance contracts which provide software updates, technical support and routine maintenance for various 911 emergency systems in the dispatch center.

Professional Services includes \$25,000 for a Phase II technical study to examine operational, capital, financial and governance issues relating to a combined dispatch center between the Villages of La Grange, La Grange Park and Western Springs. The current ETSB budget assumes continuation of the current business model, pending results of the consolidation studies.

Chief Holub and Chief Bryzgalski reported that the “narrow banding” of radio equipment in the Police and Fire Departments was completed and operational, coming in under budget by approximately \$10,000. Narrow banding is the narrowing of VHF and UHF channel bandwidths or increased voice paths on existing channels, which allows for the creation of additional channels, thereby supporting more users.

The available funds for New Equipment were utilized towards the emergency replacement of the fileserver at the Police/Fire Department and 911 Communication Center. The total cost of replacing the failing hardware and software/data migration is \$13,500. Available ETSB ERF reserves funded the balance of the emergency purchase.

4. RECOMMENDATION

Upon a motion by Trustee Holder, seconded by Village Manager Bob Pilipiszyn, it was moved that the ETSB recommend to the Village Board of Trustees the adoption of the FY 2013-14 ETSB budget as presented. Approved by voice vote.

5. ADJOURNMENT

At 7:15 p.m. it was moved by Fire Chief Bryzgalski to adjourn, seconded by Police Chief Holub. Approved by voice vote.

Respectfully submitted,

Lou Cipparrone  
Finance Director