



Clinton County Emergency Management Commission Meeting

Wednesday, January 14, 2026 | 6:15 PM

Clinton County Satellite Office and Zoom Meeting
226 11th St, DeWitt, Iowa

Attendees:

- Board of Supervisors: Supervisor Erin George
- City of Andover: Mayor Kari White
- City of Charlotte Mayor Brandon Eberhart
- City of Charlotte: Councilperson Kelly Hosette (voting)
- City of Clinton: Mayor Scott Maddasion
- City of DeWitt: Mayor Steve Hasenmiller
- City of Goose Lake: Mayor Ken Schoon
- City of Grand Mound: Mayor George Walker
- City of Lost Nation: Mayor Ramon Gilroy
- City of Low Moor: Councilperson Mark Roode
- City of Welton: Mayor Jon Marlowe
- City of Wheatland: Mayor Jeremiah Wiese
- Sheriff's Office: Sheriff Bill Greenwalt
- Emergency Management:
 - Coordinator, Chance Kness
 - Deputy Coordinator, Andrew Smith
 - Deputy Coordinator, Zach Jirak

Absent:

City of Calamus
City of Camanche
City of Delmar
City of Toronto

Media: None

Public: None

Other Attendees:

- Communications Director Jeff Chapman
-

1. Introductions – The meeting was called to order at 6:16 p.m. by Mayor Maddasion. Roll call attendance was completed.
2. Election of Officers
 - a. Chairperson
 - Mayor Gilroy nominated Mayor Maddasion and Mayor Schoon nominated Mayor Hasenmiller for the position of Chairperson. A paper ballot vote was conducted with Mayor Maddasion receiving 9 votes and Mayor Hasenmiller receiving 3 votes. Mayor Maddasion was retained as Chairperson.
 - b. Vice Chairperson
 - Mayor Gilroy nominated Supervisor George for the position of Vice Chairperson. With no other nominations, Supervisor George was retained as Vice Chairperson with all ayes.

3. Approval of previous meeting minutes – October 1, 2025 – A motion to approve the previous meeting minutes as presented was made by Mayor White and seconded by Sheriff Greenwalt. Motion passed with all ayes.
4. General Public - This is the time that the public can address the Commission. Public comments will be limited to 3 minutes per individual. – No comments from the public.
5. Budget Discussion – 2026/2027 Budget (Fiscal Year 2027)
 - a. Kness reviewed the budget line-item explanation document and the county budget spreadsheet. By direction of the Executive Committee, the budget was reduced from previous year. This proposed budget is an 8% operational and program reduction compared to prior year, with a small increase in personnel expense. Also in line with direction from the Executive Committee, this proposed budget factors paying down the rollover fund by approximately \$248,000, bringing the tax asking for the proposed budget down to \$147,054.
 - b. Supervisor George presented a breakdown of EMA rollover fund balances and explained that the annual interest earned on rollover funds was \$70,000. Supervisor George stated best practice is to keep rollover fund balances between 25% and 30% of the annual budget, and that EMA's rollover fund balances exceeded the recommended amounts. Supervisor George also indicated other members of the Board of Supervisors had questioned what they identified as contradictions in the Iowa Code regarding the funding of EMA.
 - c. Mayor Maddasion explained the purpose of reducing the budget was not to inhibit operations of the department, but to bring the budget in line with what actual expenses over several years had been. Mayor Gilroy expressed frustration with the rollover fund balance, stating his city was not able to complete projects due to lack of funding while EMA had a rollover fund, and expressed concern about the County altering the mechanism for funding EMA moving forward. Supervisor George indicated no changes had been made yet. Mayor Maddasion explained that applying rollover funds was not a reduction in budget, and that it was discussed during an Executive Committee meeting that reducing the rollover fund balance could result in a higher tax asking in future years. Supervisor George stated that the Board of Supervisors was working to reduce rollover fund balances for all County departments for fiscal year 2027.
 - d. Kness provided additional clarification regarding individual budget line items. Supervisor George gave direction to work with the County Budget Director to break out several line items into more detailed and specific lines. Mayor Maddasion gave Kness direction to review the rollover fund balance documents provided by Supervisor George to look for areas where those funds could be applied to the budget.
6. Resolution – Approval of Emergency Management Fund Balance (Rollover Fund) Management Plan
 - a. Kness reviewed the resolution to manage the EMA fund balance, and advocated for the target percentage to be between 25% and 30% of the annual budget plus any identified capital projects.
 - b. A motion was made by Sheriff Greenwalt and seconded by Mayor Schoon to adopt the resolution with the target percentage between 25% and 30%. The motion passed with all ayes by roll call vote.
 - Board of Supervisors – Yes
 - Sheriff's Office – Yes
 - City of Andover – Yes

- City of Calamus – Absent
- City of Camanche – Absent
- City of Charlotte – Yes
- City of Clinton – Yes
- City of Delmar – Absent
- City of DeWitt – Yes
- City of Goose Lake – Yes
- City of Grand Mound – Yes
- City of Lost Nation – Yes
- City of Low Moor – Yes
- City of Toronto – Absent
- City of Welton – Absent (left before vote)
- City of Wheatland – Yes

7. Open Public Hearing for Fiscal Year 2027 Emergency Management Agency and Communications Budget

- a. A motion to open the Public Hearing was made by Councilperson Hosette. The Public Hearing was opened at 7:42 pm.
- b. No public comments were noted. A motion to close the Public Hearing was made by Councilperson Hosette and seconded by Supervisor George. The Public Hearing was closed at 7:43 pm.

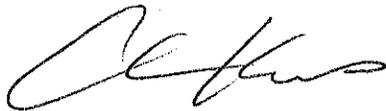
8. Resolution – Approval of updated Clinton County Communications Commission 28E Agreement and approval for Commission Chair to sign into the agreement

- a. Communications Director Chapman presented the 28E agreement. Kness explained the purpose of the Commission signing the agreement to continue allowing the Communications budget to pass through EMA.

- b. A motion was made by Supervisor George and seconded by Councilperson Hosette to allow the Commission Chair to sign the 28E agreement. Motion passed with all ayes by roll call vote.

- Board of Supervisors – Yes
- Sheriff's Office – Yes
- City of Andover – Yes
- City of Calamus – Absent
- City of Camanche – Absent
- City of Charlotte – Yes
- City of Clinton – Yes
- City of Delmar – Absent
- City of DeWitt – Yes
- City of Goose Lake – Yes
- City of Grand Mound – Yes
- City of Lost Nation – Yes
- City of Low Moor – Yes
- City of Toronto – Absent
- City of Welton – Absent (left before vote)
- City of Wheatland – Yes

9. Discussion and Possible Action – EMA Staff 24 hour on-duty proposal – presented by Mayor Gilroy
- a. Mayor Gilroy stated that since the decision was made to convert the vacant, previously hourly Plans Officer position to a salaried Deputy Coordinator position, and to convert the previous Operations Officer to a Deputy Coordinator position with no change in status or pay, he was proposing all three EMA staff members adopt a three-shift scheduling model to provide for more efficient use of taxpayer dollars.
 - b. Kness stated he felt the way the department is currently structured is optimal. Sheriff Greenwalt instructed Kness to prepare a list of pros and cons for the next Commission meeting to assist the group with deciding if the proposed shift model would help better cover any unmet needs of the office. Kness stated that, with the existing Duty Officer rotation, there were not currently any unmet needs which would be better met by adopting the proposed shift model. Sheriff Greenwalt stated Kness could provide a clear picture of what the proposed shift model would look like for the office at the next Commission meeting.
10. Discussion and Possible Action – approval for Executive Committee to approve and sign ESF 6 Mass Care, Section C; Extreme Temperature Plan (Field Operating Guide)
- a. Kness explained the Extreme Temperature Plan is a formalized document that outlines the parameters for activating cooling or warming centers within Clinton County when needed.
 - b. A motion was made by Supervisor George and seconded by Sheriff Greenwalt to approve the Executive Committee to sign the plan. The motion passed with all ayes.
11. Discussion of Tentative February Meeting Topics (February 11th at 6:15 p.m. at the County Satellite Office in DeWitt)
- a. FY 27 Budget Approval
 - b. Mitigation Plan Review (annual)
 - c. Discussion and Possible Approval of FFY26 ESF Plan Updates
 - d. Other
12. Other Business – Deputy Coordinator Zach Jirak introduced himself to the group and provided background on his education and experience.
13. With no other business, Supervisor George made a motion to adjourn and Councilperson Hosette seconded. Meeting was adjourned at 8:19 pm.



Chance Kness, Coordinator

2/11/26

Date



Emergency Management Chairperson

2/11/26

Date