**RED RIVER REGIONAL DISPATCH CENTER
Authority Board Meeting
Thursday, April 13th, 2023 1000hrs**

**Cass County Courthouse, 211 9 St S, Fargo, ND**

**Commission Room 105W**

1. **MEETING CALLED TO ORDER by Cass Commissioner Peterson at 1001hrs**

**Present:**

Director Mary Phillippi – RRRDC Director

West Fargo Mayor Dardis

Moorhead Commissioner Nelson

Clay Commissioner Ebinger

Clay Commissioner Campbell

Fargo Commissioner Kolpack

Fargo Mayor Mahoney

Cass Commissioner Scherling Moorhead Mayor Carlson

Moorhead Commissioner Nelson

**Virtual**:

Cass Commissioner Peterson Attorney Erik Johnson – RRRDC Legal Counsel

**Also, in Attendance:**

Amanda Glasoe, RRRDC

Todd Keel Fargo IS

Cass County Administrator Robert Wilson

Fargo IS Ron Gronneberg

Brandy Madrigga, Cass Finance

Fargo Fire Chief Dirksen

1. **APPROVAL OF AGENDA**

Approval of March 9th, 2023 Agenda.

Commissioner Kolpack made a **motion to approve the agenda**; Commissioner Ebinger seconded the motion. Discussion: All approved amended motion; **motion carried.**

1. **APPROVAL OF MARCH 9th, 2023 AUTHORITY BOARD MINUTES**

Commissioner Nelson made a **motion to approve the agenda**; Commissioner Scherling seconded the motion. No Discussion. All approved, **motion carried.**

1. **FACILITY SITE UPDATE**

Director Phillippi – Update on site, meeting to discuss Sanford site, found that no discussion related to moving of dirt pile. Sanford stated that would be responsibility of lease. SEH quote for removal from Brian Bergstrom estimated at $950,000. Discussed looking at other options. Locations include near Cass Jail, Public Safety Building, new fire station Fargo, also engaged realtor and discussed commercial options and gave cost per square foot currently and special assessments will vary.

Mayor Mahoney asked what downside of public safety building, own property, next to EOC, fire station, would save money. No specials in that area, site is secure.

Scherling added that is another option. Mahoney recommends property owned versus commercial.

Phillippi added there would be cost to bring in 9-1-1 lines to public safety area because there isn’t redundancy there. Peterson agrees that between Cass/Fargo land owned that is the way to go. Peterson commented that the building likely won’t change

Kolpack asked if we could come back to next meeting with 3 options listed and review benefits/cost/etc. to each location. Peterson agreed that would be prudent.

Ebinger, suggested the executive committee review the 3 locations as well as they can identify benefits/concerns of each location adding the ability for agencies to access is important. Phillippi stated when public safety was on list initially with SEH so there may be more information as site visit has already been done. Suggests engaging SEH again to determine. Carlson requested graph of pros cons to each location.

Mahoney commented that Fire Station location is in south Fargo and might be better to centrally locate. Nelson asked about 9-1-1 to locations. Phillippi stated 911 lines run through ESInet and it needs redundancy, not sure about location near jail and what is currently in place. Developed places tend to have the infrastructure, new fire location may be less developed and not in place. Phillippi will check.

Scherling asked if there is any way Sanford would come back and say they would move it. Phillippi stated it wouldn’t be likely as they are not being involved in the building. Peterson added that land owned is more accessible and logical to have a site with more space, thinks build out may done better on land owned currently
Mayor added EOC might need that redundancy, suggested critical analysis needed.

Campbell asked if fill is needed. Dirksen commented the dirt currently at Sanford to be moved is not suitable for use.

**Motion: *Direct Executive Committee to research 3 locations and re-engage design team regarding site location.***

**Mahoney/Ebinger** second the motion. **Motion Carried**.

1. **SEH PLAN UPDATE**

Director Phillippi gave minor update – SEH gave updated plan with fewer private parking and more public. If not going to that site it likely no longer matters. Basic site modifications based upon previous site location of Sanford.

1. **COMMITTEE REPORTS**
	1. **BUDGET AND FINANCE COMMITTEE – Brandy Madrigga**

The Finance Committee met April 12th, 2023 Reviewed YTD financials, no surprises. Major item was fiscal agent change. RRRDC JP agreement states no later than June 30th, 2023. Cass moved to accounting software in past week, awaiting proposal from the implementation for profile specific to RRRDC. Timeline unknown, assume unable to meet deadline. Fiscal agent should be lined up with fiscal year which is December 31st, 2023. City of Fargo Finance department confirmed they are willing to extend their role as fiscal agent until end of year. Sought advice from RRRDC legal Attorney Johnson: noted that to comply with section 10-10, notice should be given to the five-member entities with the appropriate motion. Mr. Johnson will assist with the appropriate motion and notice.

**Peterson asked to share email correspondence, explain how resolution was determined, Mr. Johnson will follow up with sharing next meeting to make everyone aware.**

* 1. **EXECUTIVE COMMITTEE – No Meeting**

**Other Business:**

Robert Wilson, clarification on comment and request on email between Robert and Erik Johnson, one element was delay of transfer of fiscal agent. Peterson wants everyone to hear what is being talked about behind the scenes. Johnson did a good job of explaining how we got there. Robert Wilson reviewed what was covered in the email conversation.

No other business.

1. **ADJOURNMENT** Commissioner Ebinger/Mayor Carlson second - **Meeting adjourned**.

**Next Meeting: Thursday, May 11th, 10:00am at Cass County Commission Room 105W**

*Meeting minutes by: Amanda Glasoe, RRRDC*