

Resolution # 17-03

**Resolution to Appoint a Representative and Alternate Representative to the  
Madison County Emergency Management Commission**

**Whereas**, the county boards of supervisors, city councils, and school district boards of directors in each county shall cooperate with the homeland security and emergency management division of the department of public defense to establish a local emergency management commission to carry out the provisions Iowa Code Chapter 29C; and

**Whereas**, the commission shall be composed of a member of the board of supervisors or its appointed representative, the sheriff or the sheriff's representative, and the mayor or the mayor's representative from each city within the county; and

**Whereas**, the commission members shall be the operations liaison officers between their jurisdiction and the commission; and

**Whereas**, the commission shall meet regularly to determine the mission of its agency and program and provide direction for the delivery of the emergency management services of planning, administration, coordination, training, and support for local governments and their departments; and

**Whereas**, the commission shall coordinate emergency services in the event of a disaster;

**Now, Therefore,**

**Be It Resolved** that Jeff Lille be appointed as the Emergency Management Commission Representative; and

**Be it Further Resolved** that \_\_\_\_\_ (name) be appointed as the Alternate Representative; and

**Be It Further Resolved** that the Representative or Alternate Representative attend the Commission meetings on behalf of the City of Earlham.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**Madison County Emergency Management**  
PROTECTING LIFE and PROPERTY

Invoice for Emergency Management Services

Jurisdiction: CITY OF EARLHAM  
140 S CHESTNUT  
EARLHAM, IA 50072

Date: December 13, 2016

Invoice: EAR16-17

Description: Madison county emergency management services for July 1, 2016 – June 30, 2017.

2010 US Census Population	Rate per capita	Total amount due
1450	\$5.44	\$7,888.00

Remit To:

Madison County Emergency Management  
P.O. Box 152  
Winterset, IA 50273

**THANK YOU FOR YOUR SUPPORT OF OUR AGENCY**

Courthouse 3<sup>rd</sup> floor  
P.O. Box 152  
Winterset, IA 50273

Todd Brown, Coordinator  
515-462-4255  
tbrown@madisoncoia.us



Madison County Emergency Management  
Proudly serving the citizens' of Madison County and the communities of  
Bevington, E Peru, Earlham, Macksburg, Patterson,  
St Charles, Truro, West des Moines and Winterset



December 13, 2016

Mayor, City of Earlham  
140 S. Chestnut Ave.  
Earlham, IA 50072

Dear Mayor:

The Madison County Emergency Management Agency contacts local jurisdictions annually to request the appointment or reappointment of its primary and alternate representatives to the Madison County Emergency Management Commission. I have enclosed a contact form and a sample resolution that can be used for the official appointments.

Iowa Code Chapter 29C.9 states that the *"commission shall be composed of a member of the board of supervisors or its appointed representative, the sheriff or the sheriff's representative, and the mayor or the mayor's representative from each city within the county. The commission members shall be the operations liaison officers between their jurisdiction and the commission."*

The representatives will serve as a strong link between the Madison County Emergency Management Agency and the local jurisdiction and is encouraged to attend regular meetings, communicate with other Commission representatives and serve as the local point of contact for emergency management functions.

If you have any questions please feel free to contact me at any time.

Respectfully yours,

Todd Brown  
Coordinator

Enclosures (3): 2017 Commission Membership Survey  
Sample Resolution  
Invoice 16-17