

MASON-OCEANA 911 BOARD
MEETING MINUTES
August 17, 2022

PRESENT: Kim Cole
Brad Fritcher
Dale Goodrich
Craig Hardy

Jody Hartley
Jim Herrema
Tim Kozal
Troy Maloney

Craig Mast
Ron Christians

ABSENT: Jim Coleman and Laude Hartrum

STAFF: Ray Hasil
Todd Myers
Chris Ernst
Connie Blaauw

MEETING CALLED TO ORDER: Meeting called to order by Chairman Mast at 10:06 a.m.

GUEST/CITIZEN PARTICIPATION: Garry McKeen

APPROVAL OF AGENDA: Agenda was presented as part of the Board packet.

Motion by Maloney and supported by Cole to approve the agenda. Voice Vote. Motion Carried.

MINUTES OF THE PREVIOUS MEETING:

June 2022 minutes were presented as part of the Board packet.

Motion by Herrema and supported by Kozal to accept the June 15th, 2022 Board Meeting Minutes. Voice Vote. Motion Carried.

2021 Audit Presentation

Joe Verlin from Gabridge and Company joined us by teleconference to give a presentation of the final 2021 Audit. Mr. Verlin stated that the audit went smoothly and we received the highest rating level offered. After the presentation Verlin answered several questions from the Board. In response to a question regarding the outlook of our Defined Benefit plan for next few years, Verlin said he expects the funding levels to fall in 2022. He also stated it might be a good idea to have our MERS representative to come in and speak with the Board to get a better understanding of the effects on our account.

TREASURER'S REPORT: Hartley presented the Treasurer's report for July 31, 2022.

Total Revenues –July 31, 2022: \$138,344.15
Total Expenditures – July 31, 2022: \$ 162,748.46
Fund Balance as of – July 31, 2022 \$ 1,633,922.46

Motion by Maloney and supported by Fritcher to accept the July Treasurer's report and approve the payment of claims for August 2022 in the amount of \$485.06. Voice Vote. Motion Carried.

After a discussion it was decided that we would ask our MERS Rep. to attend our November meeting, after our budget is set and before deciding on paying down additional monies towards our unfunded liabilities.

COMMITTEE MEETINGS - none

Approved: 9/21/2022

DIRECTOR'S REPORT

- One part-time trainee was released from employment due to lack of progress. A second trainee completed our training program on July 1 but has since notified us that she is resigning effective August 31.
- As we look ahead to 2023 budget plans, we are taking a close look at how 1-2 new full-time positions could solve part-time staffing problems. This analysis is needed because we have been short on part-time staffing for years, resulting in our full-time employees burning out from constant overtime.
- Ops Manager Chris Ernst attended FOIA training conducted by MSP's FOIA coordinator. Video requests are a major topic as of late and we will keep that in mind as we inch closer to receiving video at 911.

Collaboration Projects

- **2022 Macker-** We staffed a 911 telecommunicator at the Gus Macker tournament in June. Overall, this seemed to work well and was also great experience for our staff.
- **Oceana Co Communications Trailer-** Ray, Chris and Todd spent time in the Oceana Co communications trailer onsite at this year's Electric Forest. We deployed the VHF-800 gateway from the trailer by placing an antenna on the OCSO generator/light trailer, instead of installing a gateway at Grant FD. Quite a bit of time was spent labeling and documenting the 8 radios, gateway, and 16 antennas on the trailer roof. We worked (and continue to work) closely with Oceana Co EM Troy Maloney and OCSO Undersheriff to document finishing touches on this great resource.
- **2022 Electric Forest-** this year's EFF went well and no major issues were noted.
- **Limited Access Dune Community (LADC)-** Since the initial June meeting, Ray has individually presented to the following associations: Little Point Sable, Sunset Strip, Bass Lake Property Owners, and Birchwood Hills.
- **Lake County CAD-** Lake Co has formally requested meetings to join the Mason-Oceana-Newaygo CAD system.
- **Mason County Fair-** 911 provided a booth but was able to staff the event just 1 night due to scheduling issues.
- **Camp 911-** Chris Ernst and Telecommunicator Alexis Krueger presented to students at a summer program at West Shore Community College. The presentation included a live virtual of 911 that gave students the opportunity to call 911 and see how calls are processed by us.

Radio Communications Updates

- **Lakeshore Coverage-** after working with Motorola to develop a quote for a Motorola Nitro solution for lakeshore associations, we believe Nitro is not a cost-effective solution for us and we will look to different solutions.
- **Radio Encryption on Law Enforcement Talkgroups-** a communications committee meeting is needed. Three attempts to schedule a meeting were unsuccessful and we need to schedule a committee meeting. 4 new complaints have been logged since June.
- **Antenna Mast Trailer-** a new antenna mast trailer was put in service this week. The trailer is the final missing piece in a project that has gradually procured special equipment over the years that will assist on incidents and events where specialized radio communications are needed.

Other Updates

- **1st Amendment Auditor Signage-** Ray consulted with legal counsel and then purchased & installed signage that should be sufficient to notify visitors and the public of prohibited areas. Our prohibited areas are based solely on the ability to see protected Criminal Justice Information System (CJIS) data.
- **State 911 compliance review-** we have reviewed the draft and submitted minor corrections. The report is expected to be approved at the August State 911 Committee meeting. I hope to have the completed and approved report available at our September meeting.

Approved: 9/21/2022

- **Facility upgrades**

- Todd and Chris completed work on the remaining windowsills in the building.
- Todd continues to paint most of our indoor areas.
- Parking lot concrete- we have a quote from one contractor and need an additional quote.
- Outbuilding- after years of consideration of traditional stick-built garages, metal pole building kits and pre-built sheds, we have identified and recommend a quote in the amount of \$22,948.00 for a 28'x30' 2-bay, pre-built garage through Wanna Buy Sheds of Custer. The project will require a 34'x34' concrete or gravel pad and we believe a gravel pad is sufficient for the structure.

- **MMRMA Meeting-** Ray met with MMRMA Sr Risk Consultant Stephen Tobler yesterday. It was a meeting to discuss various programs, services and grants available to members. Ray is considering inviting MMRMA to perform a free risk analysis on our facility and organization.

A discussion was held regarding the garage project, Hasil stated we have one quote with Wanna Buy Sheds out of Custer. After much discussion it was decided to look into the full project being completed at once instead of pieces over the next few years. Hasil and Myers will request quotes and have them for our September meeting.

East Parking Lot Concrete Project - Myers state he is having a difficult time getting quotes, he will reach out to Blackmer and have quotes ready for our next meeting.

OLD BUSINESS:

None

NEW BUSINESS:

Investment

Hasil asked the Board to consider investing up to \$250,000. in a 6-month CD with Choice One at a rate of 2.6%. After a discussion a Motion was heard.

Motion by Hartley and supported by Hardy to authorize Director Hasil to open a \$250,000. CD with Choice One Bank for a period of 6 months at the rate of 2.6%.

A roll call vote was taken; Fritcher, yea; Goodrich, yea; Hardy, yea; Hartley, yea; Herrema yea; Kozal, yea; Maloney, yea; and Mast, yea. Motion Carried.

Millage levy amount for both Counties

Hasil recommended that the Board approve the full .014 mills be levied in both Mason and Oceana County for the 2022 tax roll, this is no change from the previous year. After a discussion a motion was heard.

Motion by Fritcher and supported by Hartley to request 0.14 mills be levied in both Mason and Oceana County for the 2021 tax roll.

With no further business the meeting was adjourned.

Motion by Fritcher and supported by Kozal to adjourn at 11:37am. Voice Vote. Motion Carried.

NEXT SCHEDULED meeting will be September 21, 2022, at 10:00 a.m. at the Mason-Oceana 911 Conference room, located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw, Secretary