

**MASON-OCEANA 911 BOARD  
MEETING MINUTES  
DECEMBER 18, 2019**

**PRESENT:** Mark Barnett                      Laude Hartrum                      Ryan Schiller for Craig Mast  
                 Matt Bryant                              Jim Herrema                        Bob Walker  
                 Kim Cole                                      Chuck Lange                        Jeff White  
                 Jim Duram

**ABSENT:** Greg Frick

**STAFF:** Ray Hasil  
                 Todd Myers  
                 Connie Blaauw

**GUEST:** Tiffany Vandenberg, Mike Wilson and John Parker from Central Square

**MEETING CALLED TO ORDER:** Meeting called to order by Barnet at 10:02 a.m.

**CITIZEN PARTICIPATION:** None

**APPROVAL OF AGENDA:** Agenda was presented as part of the Board packet. There was a request to move the Public Hearing on the 2020 budget directly after the Approval of the Agenda. Walker requested to add compensation for Board members to New Business.

**Motion by Lange and supported by Hartrum to approve the agenda with the above changes. Voice Vote. Motion Carried.**

**Motion by Lange and supported by Duram to open the Public Hearing on the 2020 Budget at 10:05 a.m.**

Barnett asked if there was any public comment on the proposed 2020 Budget. None given. Walker discussed the changes we may see now that it has been determined that we will be considered a Public Entity when it comes to our audit.

**Motion by Lange and supported by Cole to close the Public Hearing at 10:10 a.m. Voice Vote. Motion Carried.**

**MINUTES OF THE PREVIOUS MEETING:** November Board minutes were presented with the Board packet.

Duram stated that November's Treasurer's report was given by Walker not Hasil. Walker stated in the Director's report, regarding the lawsuit update, the name of the plaintiff and defendant can be listed, any other discussion be done in a closed session if needed.

**Motion by Duram and supported by Hartrum to accept the November 18, 2019 Board Meeting Minutes with the above changes. Voice Vote. Motion Carried.**

**TREASURER'S REPORT:** Walker presented the Treasurer's report for November, 2019.

Total Revenues: \$223,276.33

Total Expenditures: \$119,089.67

Fund Balance as of November 30, 2019: \$1,110,731.15

**Motion by Walker and supported by Cole to accept the Treasurer's report and to approve the payment of claims for December in the amount of \$456.75. Voice Vote. Motion Carried.**

**COMMITTEE REPORTS:**

Walker presented the Finance Committee report from their December 16, 2019 meeting. Walker also stated his concern when it comes to building the new CAD system, stating Newaygo will need to pay for our services if we complete that work for them. Hasil stated that even though Newaygo has an IT person they do not have a lot of Communications knowledge which will be needed when building the system. White stated Newaygo's intent is to address all expense and not to expect something for free.

**DIRECTOR'S REPORT:** No Director's report

**OLD BUSINESS:**

The Tower Top amp up North, has been authorized to move ahead but no other update at this time.

**NEW BUSINESS:**

Xybix Console Furniture Proposal

Finance Committee recommended to the full Board the approval of the console furniture for \$74,796. A Discussion was held followed by a motion.

**Motion by Hartrum and supported by Lange to approve the Xybix proposal in the amount of \$74,796. Voice Vote. Motion Carried.**

CentralSquare Pro CAD Proposal

Hasil gave an updated report of the final bid from CentralSquare. Hasil stated he has been working closely with Newaygo CD and CentralSquare (CS). Our Finance Committee approved and recommended to send the proposal to the full Board. The service and hardware are covered in the annual subscription. Hasil stated that our attorney reviewed the contract along with Newaygo County and both are good with the agreement. A motion was heard.

**Motion by Hartrum and supported by Walker to approve the CentralSquare Pro CAD proposal.**

Further discussion was held with Tiffany the representative from CentralSquare. Hasil stated that Meceola has CS Pro and are happy with the product and service. Tiffany stated that there is approximately 8 hours of training on the new system for Dispatchers, this cost is included in the proposal. There is a five-year contract with CS with no annual increases during that period. After further discussion a vote was held.

**Voice Vote. Motion Carried.**

## 401 Fund Creation

Barnett read the following resolution to the Board.

### **Board of Directors Resolution # 2019.001 Creation of a 401 Fund**

We, the undersigned, being the Executive Board of Mason-Oceana 911, consent and agree that the following resolution was made on December 18, 2019 at the December Board meeting held at 9160 N. Oceana Dr. Pentwater, MI 49449.

We do hereby consent to the adoption of the following resolution in accordance with State law and the bylaws of Mason-Oceana 911. By unanimous consent, the 911 Board of Directors decided:

- To established a 401 Fund (Capital Projects) within our chart of accounts, with the purpose of funding the costs of future projects.
- The Board Chairman, Treasurer and Director have the permission of the 911 Board of Directors to use this fund for specific projects as decided by the 911 Board of Directors.
- These powers remain in effect until the Mason-Oceana 911 Board provides written notice of change.
- The officers of Mason-Oceana 911 are authorized to perform the acts to carry out this resolution.

### **Motion by Walker and supported by Duram to approve the creation of a 401 Fund.**

Following a discussion, a vote was taken.

### **Voice Vote. Motion Carried.**

### Millage Tax Bond Bill

Hasil stated that we received a bill in the amount of \$4,622.37 from Mason County for the 2016 - 2019 settlement Mason County had regarding the wind turbines. This was approved by the Finance Committee and sent to the full Board for approval.

### **Motion by Lange and supported by Walker to approve the payment of \$4,622.37 for the tax rolls settlement on the wind turbines. Voice Vote. Motion Carried.**

### Console Furniture Electric work needed

Hasil stated that the Finance Committee approved and recommended to send to the full Board C&I Electric work to upgrade our electrical circuits, this is needed for the Console project. C&I gave a proposal of \$5,750. to complete the upgrade. After a discussion a motion was heard.

### **Motion by Walker and Supported by Duram to approve C&I Electric electrical circuit upgrade needed for the console project. Voice Vote. Motion Carried.**

## 2020 Budget

Hasil presented the 2020 Budget. He stated that some changes may need to be made once the 401 Fund is set up. Discussion was held followed by a motion.

**Motion by Walker and supported by Lange to approve the 2020 Budget.**

**Roll Call Vote: Barnett – yes; Bryant – yes; Cole – yes; Duram – yes; Hartrum – yes; Herrema – yes; Lange – yes; Schiller – yes; Walker – yes; White – yes. Not present: Frick.**

**Motion Carried.**

## Budget Amendments

Walker asked to wait until January of 2020 to make budget amendments.

## Employee required contributions toward 2020 benefits

Our auditors require Board approval for employee's yearly contributions towards their benefits.

Full-time employees will contribute the following towards their 2020 benefits:

- MERS DB retirement plan – employees to pay 3% of their gross check
- BCBS – employees to pay 20% for their health care coverage
- HCSP – employees to pay 1% of their gross check

**Motion by Lange and supported by Hartrum to approve the above employee contributions towards their 2020 benefits. Voice Vote. Motion Carried.**

## Compensation for Board members to attend our monthly meetings

Walker asked that we compensate Board members who attend meeting on their own time.

**Motion by Walker and supported by Cole to approve compensation for Board members attending meetings on their own time.**

Discussion was held. Lange asked how the members are appointed to this Board, and if that agency should be the one to compensate them. Hasil stated that we would only be talking about the two Fire representatives, and he believes that the Fire Authority has training funds but no other monetary means to pay Fire representatives on our Board. Barnett suggested that we look into this further and table the discussion until next meeting.

There being no further business the meeting was adjourned at 11:20 a.m.

NEXT SCHEDULED meeting will be January 15, 2020 at 10:00 a.m. at the Mason-Oceana 911 Conference room, located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw, Secretary