

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

PRESENT: Mark Barnett Greg Frick Bob Walker
 Matt Bryant Jim Herrema Matt Kanitz for Jeff White
 Oscar Davilla for Kim Cole Chuck Lange
 Jim Duram Shane Hasty for Craig Mast

ABSENT: Laude Hartrum

STAFF: Ray Hasil
 Connie Blaauw

MEETING CALLED TO ORDER: Meeting called to order by Barnett at 10:04 a.m.

CITIZEN PARTICIPATION: None

APPROVAL OF AGENDA: Agenda was presented as part of the Board packet. Walker asked that investment policy be added to the agenda under New Business.

Motion by Lange and supported by Mast approve the agenda with the addition above. Voice Vote. Motion Carried.

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

Motion by Walker and supported by Lange to accept the August 21, 2019 Board Meeting Minutes. Voice Vote. Motion Carried.

TREASURER'S REPORT: Walker presented the Treasurer's report for August 31, 2019.

Total Revenues: \$228,274.74

Total Expenditures: \$128,622.80

Fund Balance as of August 31, 2019: \$1,265,088.35

Motion by Duram and supported by Bryant to accept the Treasurer's report and to approve the payment of claims for September in the amount of \$381.17. Voice Vote. Motion Carried.

COMMITTEE REPORTS: None

DIRECTOR'S REPORT:

Personnel

- Our part-time trainee is still progressing well. She will to a break soon to have her first child and we are looking forward to catching her up when she returns.

Approved: 10/16/19

- We advertised for our part-time positions via Facebook and will be interviewing on September 25. We are encouraged by this pool of candidates and hope to eventually hire two new part-time employees.

Collaboration Projects

- Mid Mitt- Mason-Oceana was requested to act as fiduciary by the current collaborators on a \$24,623.10 upgrade of operating systems. The cost will be split by all 4 current collaborators as well as Lake and Gratiot Counties, who plan on joining in 2020. The Mason-Oceana 911 cost after splitting 6 ways is \$4,103.85.
- Our testing for our cut to SIP delivery of 911 calls is complete and we are looking forward to disconnecting our legacy Frontier CAMA trunks and circuitry. This will also cease payments to Frontier for maintenance of CAMA delivery of 911 calls.
- Newwaygo Co 7500 IP Logger Share- Newwaygo Co will share \$5,000 in annual maintenance costs for the Motorola 7500 Radio IP Logger.
- CAD- both Mason-Oceana and Newwaygo Co have received quotes from Spillman and CentralSquare. We are ready for next steps in selecting a new CAD for 2020.
- Newwaygo CD- Newwaygo Co posted for 911 Director but did not receive any qualified candidates.

Other Updates

- 911 Board Appointment- Jim Herrema has been formally appointed by the Mason County Board of Commissioners to fill the position vacated by Kevin Walk of Mason Co EMS 911 Board representative.
- Console Replacement- we have drawings and quotes from both Thomas Shelby (Watson) and Xybix. We're working on quotes for much needed electrical work. We are ready for the next steps in the approval process.
- 800 MHz Paging- Greg and Matt worked with Ray on proposals from Chrouch and DigiCom Global. Chrouch was selected and an order for 289 Unication G4 pagers was placed in the amount of \$188,572.50 was signed. The pagers have already arrived at Chrouch and we had our first meeting with MPSCS on 9/11. One 'testing' pager will be provided to each department to identify coverage holes. After testing is completed, we will begin mass programming of pagers and cut over on a date to be determined. We should be live on 800 MHz paging by mid to late November. Many departments have already been configured and brought online with Active 911.
- 911 Plan Update- legislation passed in 2018 that allows 911 plans to be updated with basic update information will allow us to update our 911 Plan by approval of both county boards. This is far easier than a total plan replacement that would require coordination with every clerk in the two-county area.
- Future radio projects:
 - Addition of TTA's to all area towers- no update
 - Path diversity connecting Bucks Corner site to Ludington- no update
 - Directional Hamlin improvement from the Ludington site- no update
 - Ray recently asked for updates on these requests as we will soon begin our 2020 budget process.
- 911 Millage- a renewal would need to be on the August 2020 ballot. Language is due 4PM on Friday, May 15, 2020. Ray confirmed there are no other millage renewals on the August 2020 ballot in Mason County. To meet the May deadline, it needs to go through county board approvals so we need to be looking for a January 15, 2020 911 Board approval for it to be to the County Boards by February 2020 and to the Clerk offices by March/April 2020.

Motion by Walker and supported by Lange to approve the proposal from Chrouch Communications for the purchase of Unication G4 pagers. Voice Vote. Motion Carried.

OLD BUSINESS: 2020 ballot renewals in Mason and Oceana Counties

Discussion was held under the Director's report. Walker reported that Oceana County has a total of four renewals on their August ballot.

NEW BUSINESS:

Millage levy amount for both Counties. Director Hasil recommends we levy the full 0.14 millage for both Counties, no change from 2018.

Motion by Lange and supported by Walker to keep the Millage Levy for 2019 Tax Roll in both Mason and Oceana Counties at the same amount as the previous year, 0.14 mills. Voice Vote. Motion Carried.

Fee or donation to Conservation District for HAZMAT disposal.

Hasil asked if we should pay a fee to the County for the annual disposal of old equipment and computer parts. Lange stated that Mason County does pay to dispose of their old equipment and feels it would be right for Mason-Oceana 911 to do the same. Hasil recommended \$100 to be paid, Lange agreed.

Motion by Lange and supported by Walker to pay \$50 to each County Conservation District for annual HAZMAT disposal. Voice Vote. Motion Carried.

Mid Mitt update Fiduciary.

Hasil reported under the Director's report that Mason-Oceana was requested to act as the fiduciary by the current collaborators.

MERS division merge.

MERS has requested us to close our division 10 (Director) and merge it into division 01. This will have no affect on the pension of the division 10 recipient. It will stream line our account and provide one division at the time of our Annual Valuation. A discussion was held.

Motion by Frick and supported by Bryant to close Division 10 and merge the two Divisions held by Mason-Oceana 911, Division 10 into Division 01. Voice Vote. Motion Carried.

CD matured as of 9/13/19

Walker asked that this topic be discussed with the Investment Policy.

HSA funds released for the remainder of 2019.

One employee has requested the fourth quarter of 2019 HSA funds released.

Motion by Walker and supported by Lange to release the HSA funds to the requesting employee. Voice Vote. Motion Carried.

CD matured as of 9/13/19 and Investment Policy.

Walker requested direction for the Board regarding the amount of funds we place into one banking intuition, FDIC insures up to \$250,000. Walker spoke on Oceana Counties investments and that the insurance does not play a big role in their decisions. Walker asked if we would want to update our investment policy with any decision. After a discussion, a motion was heard.

Motion by Frick and supported by Lange to cap at \$500,000. Investment funds within any one financial institution. Voice Vote. Motion Carried.

CD matured as of 9/13/19.

Hasil stated we have \$128,465.39 in a CD with Safe Harbor Credit Union that expired on 9/13/19. Those funds need to be moved by 9/20/19. Hasil is recommending opening a new CD with Preferred Credit Union in the amount of \$128,465.39 for 15 months, with the rate of 2.25% APY. Preferred CU requires a Certificate of Corporate Resolution by the Board, signed by the Chairman, along with a motion to approve the opening of a savings account (\$5.) and the CD. A discussion was held.

Motion by Lange and supported by Kanitz to approve the opening of a savings account and CD with Preferred Credit Union as stated above. Voice Vote. Motion Carried.

There being no further business the meeting was adjourned at 11:05 p.m.

NEXT SCHEDULED meeting will be October 1, 2019 at 10:00 a.m. at the Mason-Oceana 911 Conference room, located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw, Secretary