

**MASON-OCEANA 911 BOARD**  
**MEETING MINUTES**  
**July 15, 2020**

**PRESENT:** Kim Cole                      Jim Herrema                      Ryan Schiller for Craig Mast  
                 Jim Duram                      Tim Kozal                      Bob Walker  
                 Laude Hartrum                      Chuck Lange                      Jeff White

**ABSENT:** Matt Bryant

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

**GUEST:** Brad Fritcher, Jesse Bowman, Andrew Wilcoxon/Auditor and Liz Reimink

Due to the Coronavirus and the Governor closing non-essential business in the State, this meeting was held virtually using the Zoom Ap. All information was posted on our site to allow for citizen participation.

**MEETING CALLED TO ORDER:** Meeting called to order by Chairman White at 10:01 a.m.

**CITIZEN PARTICIPATION:** None

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

**Motion by Lange and supported by Hartrum to approve the agenda as presented. Voice Vote. Motion Carried.**

**2019 Audit Report**

Andrew Wilcoxon from Gabridge and Gabridge presented the 2019 audit report. Andrew stated we received the same opinion as the previous year which is the highest level that is issued. Our net position increased by \$354,124 over the previous year.

**Motion by Walker and supported by Lange to approve the 2019 audit report. Voice Vote. Motion Carried.**

**MINUTES OF THE PREVIOUS MEETING:**

June 2020 minutes were presented as part of the Board packet.

**Motion by Hartrum and supported by Walker to accept the June 17, 2020 Board Meeting Minutes. Voice Vote. Motion Carried.**

**TREASURER'S REPORT:** Lange presented the Treasurer's report for June of 2020.

Total Revenues: June 2020: \$28,820.94

Total Expenditures: June 2020: \$254,597.50

Fund Balance as of June 30, 2020: \$1,154,057.94

Approved: 08/19/2020

**Motion by Kozal and supported by Hartrum to accept the Treasurer's report, and approve the payment of claims for July in the amount of \$500.39. Voice Vote. Motion Carried.**

**COMMITTEE MEETINGS:** None

## **DIRECTOR'S REPORT:**

### Personnel

- Ray, Todd & Connie met with part-time staff on July 2 to discuss their scheduling, the number of hours they have been getting, and also to talk about anything they wanted.

### Collaboration Projects

- CAD (Todd)- the new CentralSquare Pro CAD is expected to go live by the end of 2020. Todd is working with MSP and DTMB so there is ample time to ensure MSP cars have access to the new system.
- Radio IP Logger Sharing- Montcalm Co is considering adding on to the Mason-Oceana Radio IP Logger.

### Other Updates

- COVID- it is my recommendation we remain closed to the public through July and re-assess in late July.
- Closest Car Policy meeting- Ray, Todd, Chris and Dana met with OCSO, MSP and MCSO on July 7 to work toward a formal policy. A rough draft will be available for review today.
- July 25 Open House- in light of the recent spike of COVID cases in Oceana County, we conceded that an open house would not be possible this month. We will consider an open house at a later date. We are still working on a number of cleanup and maintenance projects in and around the center.
- Tower cam- one of our two tower cams lost PTZ functionality and will need to be send back to the manufacturer. The camera is located over 100' high and radio climbers would cost at least \$2,000 to climb. We looked at training Chris and Todd to climb and it was about \$3,500 to get them certified, plus equipment. NCRESA is contracted for some of Newaygo Co 911's IT services, and they have certified climbers on staff. We will contract with NCRESA for the climb at a cost of about \$400. Once the camera is repaired, they will again climb to reinstall the camera.
- 800 MHz pager scanning policy- in progress, no update.
- Antenna and feed line removals at Free Soil and Ludington sites- a ballpark quote from Chrouch came in at \$7,000. We asked MPSCS if they would be willing to perform the removal and they said they could do the job for less than \$2,000. That estimate was accepted and the work will be done before the end of this year.
- Free Soil TTA install- no update
- 911 Millage- the measure is on the August ballot in both counties.

## **OLD BUSINESS:**

Oceana County Fire Department 911 Board Representative

Greg Frick resigned. Brad Fritcher was appointed as primary and Jesse Bowman as the alternate, they now need to be approved by the County Board of Commissioners before the appointments are official.

## **NEW BUSINESS:**

Flag pole replacement

Hasil stated the flag pole is bent and in need of repair as the pulley system no longer works. Two quotes were received Myers asked for the Board to approve the bid from Rocket Enterprise. The bid from Flagpole Etc. is incomplete, Myers has spoken to them to complete the bid and received no response. Walker stated a family member of his spent close to the bid amount by Rocket, they used Flagpole Etc. and have had nothing but problems. Herrema stated Rocket is quoting with higher quality material.

**Motion by Herrema and supported by Lange to accept the quote from Rocket Enterprise for a new flag pole. With no further discussion a Roll Call Vote was taken.**

**Roll Call Vote: Cole yes; Duram yes; Kozal yes; Hartrum yes; Herrema yes; Lange yes; Schiller yes; Walker yes; and White yes. Motion Carried.**

Parking lot sealcoating

Hasil stated he attempted to get a second bid for the work, however no other company in the area was found as one had recently gone out of business. Lange stated he has no issues with West Michigan Seal Coat who did submit a bid. After a brief discussion a motion was heard.

**Motion by Walker and supported by Duram to accept the quote from West Michigan Seal Coat. With no further discussion a Roll Call Vote was taken.**

**Roll Call Vote: Cole yes; Duram yes; Kozal yes; Hartrum yes; Herrema yes; Lange yes; Schiller yes; Walker yes; and White yes. Motion Carried.**

NICE refresh

Hasil stated that the new contract has a cost of \$15,000 for the refresh and \$6,000 for the maintenance. Hasil is requesting a 5-year contract that will save us \$5,110. over the current annual contract during that same time. Lange stated it makes sense to go with the 5 years. Hasil stated he would move some money from the CAD project that will not be needed, to cover this expense.

**Motion by Lange and supported by Walker to approve the 5-year plan on the NICE refresh and to move monies from the CAD project to Service Contract line item. With no further discussion a Roll Call Vote was taken.**

**Roll Call Vote: Cole yes; Duram yes; Kozal yes; Hartrum yes; Herrema yes; Lange yes; Schiller yes; Walker yes; and White yes. Motion Carried.**

SB 690 – COVID Hazard Pay

Hasil asked for approval to apply for the Grant which is due by 7/17/2020. Cole stated Mason County applied for the grant for some of their Departments. Duram asked if this would apply to the part time staff, Hasil stated yes. Hartrum stated his Department applied also. A discussion was held regarding all of the staff of the Center receiving the hazard pay. Cole stated that needs further discussion but to go ahead and send in the application at this time. Hasil stated it can go before the Personnel Committee when they next meet.

**Motion by Cole and supported by Lange to approve the submission of the application for the hazard pay through SB 690 with further discussion to be held by the Personnel Committee. Voice Vote. Motion Carried.**

Mini Split

Hasil submitted a bid by Martech for \$6,344 and Premier for \$5,500 (Premier's bid was not complete, no removal). Lange stated he would go with Martech as their bid is all inclusive. White asked if we should hold off until we receive a complete quote from Premier. Kozal stated their mini split went out and it took 6 to 8 weeks to get it fixed.

**Motion by Walker to accept the bid from Martech. No support was heard.**

White asked if this should be discussed further and take no action at this time, Walker agreed.

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

NEXT SCHEDULED meeting will be August 19, 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