



**Barry County Central Dispatch**  
**Administrative Board Meeting Minutes**  
**Tuesday, May 27, 2025**

- A. Forbes called the meeting to order at 2:02 p.m.
  - Roll call was taken.
  - Attendance: Forbes, Yarger, Disselkoen, Cove, Peck, Vujea and Dunn.
  - Weeks, Boulter and Smelker were absent with advance notice.
  - Leaf was absent with no notice.
  - Others in attendance: (BCCD) Lehman, Hall and Booth
- B. A motion was made by Yarger and supported by Vujea to approve the agenda as written. **All in favor. Motion carried.**
- C. A motion was made by Disselkoen and supported by Peck to approve the April 17, 2025 meeting minutes. **All in favor. Motion carried.**
- D. No Public Comment
- E. Committee Reports
  - 1. No Personnel Committee meeting or report.
  - 2. Finance Committee met on May 8, 2025 and recommends to the full board the purchase of a 2025 Chevy Traverse. Board suggested changing the GL to read *automotive* instead of *vehicle maintenance and repairs*. A motion was made by Vujea and supported by Peck to purchase a 2025 Chevy Traverse in the amount of \$39,864.00. Roll call vote. **All in favor. Motion carried.**
  - 3. Discussed reimbursement for 800 paging resources. Motion made by Yarger and supported by Cove to approve \$9,000.00 to be spent for the reimbursement of 800 paging resources. Roll call vote. **All in favor. Motion carried.**
  - 4. No Equipment Committee meeting, no report. Discussed a cost analysis for 800 pagers for the municipality owned EMS and Fire Departments in Barry County.
- F. Directors Report was reviewed and discussed
  - 1. Discussed the cease-and-desist letter that was drafted and sent out by attorney Doug VanEssen to a local member of the community.
- G. New Business
  - 1. Reviewed the MPSCS Resolution, credit memo and final agreements. A motion was made by Disselkoen and supported by Peck to appoint Stephanie Lehman, Director of BCCD the authority to sign the Part II resolution and the Co-location Agreements. Roll call vote. **All in favor. Motion carried.**
  - 2. Reviewed and discussed the RAVE Enhanced Alerting proposal that was recommended to come before the full board by the Technical Advisory Committee. Motion made by Yarger and supported by Cove to approve the RAVE Enhanced Alerting proposal in the amount of \$3,600.00 per year for 5 years. Roll call vote. **All in favor. Motion carried.**
  - 3. Reviewed the Code of Conduct Policy. Motion was made by Vujea and supported by Disselkoen to approve for the Code of Conduct Policy to be printed on letterhead and to

be signed by all board members during the June Administrative Board Meeting. **All in favor. Motion carried.**

4. The ESTA Policy was reviewed and recommended to come before the full Administrative Board by the Technical Advisory Committee. Motion made by Cove and supported by Peck to approve the ESTA Policy 210 Attendance and Policy. **All in favor. Motion carried.**
  5. 13 LEIN Policies were recommended to come before the full Administrative Board by the Technical Advisory Committee. A motion was made by Cove and supported by Dunn to approve all 13 LEIN Policies. **All in favor. Motion carried.**
  6. The Consumers Energy Contract was reviewed. A motion was made by Peck and supported by Cove to approve the Consumers Energy Contract with the correct from “s” to “a” in the first paragraph. **All in favor. Motion carried.**
  7. Vertiv UPS Battery replacement. Motion made by Vujea and supported by Disselkoen to approve the Vertiv UPS Proposal in the amount of \$13,394.09. Roll call vote. **All in favor. Motion carried.**
- H. April 2025 Operating & State Budget Reports were reviewed and discussed.
- I. Expenses
1. Operating Disbursements were reviewed. A motion was made by Cove and supported by Smelker to approve the May 2025 Operating Disbursements. Roll call vote. **All in favor. Motion carried.**
  2. State Disbursements were reviewed. A motion was made by Smelker and supported by Peck to approve the May 2025 State Disbursements. Roll call vote. **All in favor. Motion carried.**
  3. Motion was made by Weeks and supported by Disselkoen to approve the June 2025 Contingent Vouchers. Roll call vote. **All in favor. Motion carried.**
- J. No Old Business
- K. Miscellaneous
1. Director Lehman is unable to attend the June meeting because she will be at the Nena National Conference.
- L. No Second Limited Public Comment
- M. Motion was made by Disselkoen and supported by Peck to adjourn at 2:59 p.m. **All in favor. Motion carried.**

The next Administrative Board Meeting will be held on Monday, June 23, 2025 at 2:00 p.m.

Respectfully submitted by Vanessa Booth