



**Barry County Central Dispatch
Administrative Board Meeting Minutes
Monday, February 27, 2023**

- A. Forbes called the meeting to order at 2:01 p.m.
- B. Roll call was taken.
 - Attendance: Forbes, Weeks, Sixberry, Boulter, Disselkoen, Cove, Wilson and Smelker.
 - Absent: Vujea, Yarger & Peck,
 - Vujea, Peck and Yarger all gave notice prior to the meeting that they would be absent.
 - Others in attendance: Lehman, (BCCD) Hall (BCCD), Booth, (BCCD)
- C. A motion was made by Cove and supported by Weeks to approve the February Agenda as written. **All in favor. Motion carried.**
- D. A motion was made by Smelker and supported by Disselkoen to approve the January 23, 2023 meeting minutes. **All in favor. Motion carried.**
- E. Committee Assignments will remain the same

<u>Personnel</u>	<u>Finance</u>	<u>Equipment</u>
Cove	Smelker	Disselkoen
Weeks	Peck	Bolter
Yarger	Vujea	Leaf/Sixberry
	Wilson	
- F. No Public Comment
- G. Committee Reports:
 - 1. Cove took the oath and was sworn in on 2-27-23. No meeting and No Personnel Committee Report.
 - 2. Discussed the Barry County audit. When the prep work was done in preparation for the audit an accounting error was found. The correct formula was not put into the software that was used when transitioning from 2021 into 2022 for all of the retirement accounts. Approximately \$8,000 a month should have been coming out of BCCD fringe benefit account to pay for the defined benefit portion. An error was also made in the hybrid retirement account which has a blended rate of 10%; BCCD fringe account was charged 35.73%. These two errors resulted in an underpayment for the defined benefit accounts and the over payment for the hybrid accounts. A JE transfer of money in the amount of \$42,430.83 has been made. No Meeting and No Finance Committee Report.
 - 3. No Meeting and No Equipment Committee Report.
- H. Directors Report was reviewed
- I. New Business
 - 1. Discussed Nashville VHF Site to be sandblasted to remove lead paint. Our tower site is on their equipment and will need to be moved while it is cleaned. The first and best option is to have our equipment put on the temporary metal structure that will be built around the tower. The second option is to enter into an agreement with the state of Michigan to move the site to the 800 tower on 79/Swift. The project is expected to begin in August.

2. Discussed the opportunity of the county giving BCCD one of their unused vehicles. The cost for BCCD vehicle would be maintenance, gas and repairs. Discussed how and when the vehicle will be used and that policies will be created that will come before the board. Motion made by Bolter and supported by Weeks to accept the vehicle from the county for BCCD to use and to use money to re-letter it for 9-1-1. Roll Call vote. **All in favor. Motion Carried.**
- J. Expenses
1. Operating Disbursements were reviewed. A motion was made by Weeks and supported by Sixberry to approve the February 2023 Operating Disbursements. Roll call vote. **All in favor. Motion carried.**
 2. State Disbursements were reviewed. A motion was made by Smelker and supported by Weeks to approve the February 2023 State Disbursements. Roll call vote. **All in favor. Motion carried.**
 3. Public Safety 800 MHZ Fund Disbursement was reviewed. A motion was made by Cove and supported by Smelker to approve the 1st Milestone Payment for the second new tower in the amount of \$293,991.50. Roll call vote. **All in favor. Motion carried.**
 4. Motion was made by Cove and supported by Smelker to approve the March 2023 Contingent Vouchers. Roll call vote. **All in favor. Motion carried.**
- K. Old Business
1. Director Lehman gave an update on the two (2) new towers.
- L. Miscellaneous
1. Director Lehman gave an update on the PFN outage that occurred last month.
- M. No Second Limited Public Comment
- N. Motion was made by Peck and supported by Weeks to adjourn at 3:06 p.m. **All in favor. Motion carried.**

The next Administrative Board Meeting will be held on Monday, March 27rd, 2023 at 2:00 p.m.

Respectfully submitted by Vanessa Booth