



Barry County Central Dispatch
Administrative Board Meeting Minutes-
November 23, 2020

- A. Forbes called the meeting to order via zoom at 2:00 pm.
The Pledge of Allegiance was recited.
- B. Roll call was taken.
Attendance: Forbes, Cove, Redman Smelker, Disselkoen, Yarger, Weeks and Vujea
Absent: Leaf, Wilson and Murphy
Others in attendance: Director Lehman (BCCD) and Booth (BCCD)
- C. A motion was made by Cove and supported by Redman to approve the Agenda as written.
All in favor. Motion carried.
- D. A motion was made by Redman and supported by Disselkoehn to approve the October 26, 2020 Meeting Minutes as presented. **All in favor. Motion carried.**
- E. A motion was made by Smelker and supported by Cove to approve the October 26, 2020 Closed Session Meeting Minutes as presented. **All in favor. Motion carried.**
- F. There were no Public Comments.
- G. Committee Reports
 1. Personnel Committee
 - a. Vujea reported that the committee members met via telephone to discuss the process of the director's evaluation. The evaluations will be mailed/emailed out within 24 hours, please return by December 4. Evaluations will be discussed during the December meeting.
 2. Finance Committee report
 - a. Smelker reported that the committee met on November 5th in person to discuss the Budget Amendments. Discussed the Wage & Benefit, Insurance and Cares Act Reimbursements. Motion made by Redman and supported by Smelker to approve Budget Amendments within the operating budget debiting \$19,500.00 from the 714 (Fringes) budget line item and crediting the following line items: 703 (Salary Supervision) in the amount of \$1,500.00; 816 (Contractual) in the amount of \$8,000.00 and 932 (Equipment Repairs) in the amount of \$10,000.00.
Roll Call Vote. **All in favor. Motion carried**
 3. No Equipment Committee report
 4. Building Committee
 - a. Discussed the Xybix console proposal changes. Motion made by Redman and supported by Smelker to approve the updated Xybix proposal in the amount of \$97, 212.00 for six new dispatch consoles. Roll Call vote. **All in favor. Motion carried.** Plan to use the \$98,028.00 from benefit and wage reimbursement received this year.
 - b. Discussed meeting with Vander Kodde Construction as the General Contractor. Discussed creating a list of local vendors to be invited to be part of the sub-contractor bidding process. Discussed Vander Kodde's renovation estimated budget pricing. A motion was made by Vujea and supported by Cove to approve moving forward with Vander Kodde Construction as detailed in their budget

proposal with an estimated cost in the amount of \$229,070.00 pending official bids. Roll call vote. **All in favor. Motion carried.**

- H. Directors Report was reviewed and discussed.
- I. No New Business
- J. No Miscellaneous
- K. October Operating & State Budget Reports were reviewed. No questions or discussion.
- L. Expenses
 - 1. November 2020 operating disbursements were reviewed. A motion was made by Redman and supported by Cove to approve the November operating disbursements in the amount of \$109,728.32. Roll call Vote. **All in favor. Motion carried.**
 - 2. November 2020 state disbursements were reviewed. A motion was made by Redman and supported by Cove to approve the October state disbursements in the amount of \$24,318.79 and to approve the November 2020 contingent vouchers. Roll call vote. **All in favor. Motion carried.**
- M. No Old Business.
- N. No Public Comment.
- O. A motion was made by Cove and supported by Redman to adjourn the meeting. **All in favor. Motion carried.** The meeting was adjourned at 2:34 pm.

The next Administrative Board Meeting will be held on Monday, December 21, 2020 at 2:00 p.m.

Respectfully submitted by Vanessa Booth