



**Barry County Central Dispatch - DRAFT
Administrative Board Meeting Minutes**

December 16, 2019

- A. Forbes called the meeting to order at 2 pm.
The Pledge of Allegiance was recited.
- B. Roll call was taken.
Attendance: Forbes, Smelker, Murphy, Cove, Yarger, Wilson, Weeks
Absent: Rothenberger, Leaf, Redman, Vujea
Others in attendance: Director Lehman (BCCD), Stafford (BCCD), several members of the Technical Committee.
- C. Amendments to the Agenda
 - a. Director Lehman asked that the maintenance of the VHF system be added under new business.
- D. A motion was made by Cove and seconded by Wilson to approve the agenda as amended for today's meeting. **All in favor. Motion carried.**
- E. A motion was made by Cove and seconded by Smelker to approve the minutes as written from the November 2019 meeting. **All in favor. Motion carried.**
- F. Committee Reports
 - a. Personnel Committee
 - i. No meetings were held this month
 - b. Finance Committee
 - i. No meetings were held this month, but some phone conversations were had when the sewer pump issue was discovered. This was discussed under new business.
 - c. Equipment Committee
 - i. No meetings were held this month
- G. Directors Report was reviewed and discussed.
- H. New Business
 - a. Sewer Pumps
 - i. A discussion was had about the failing sewer pumps in the basement of the old section of building. Advantage Plumbing looked at the pumps after the alarm was triggered due to the pumps exceeding amp limits. Both pumps are original to the building and are at end of life. A quote for the cleanout and installation of two new pumps from Advantage Plumbing is \$5850.00. This amount does not include the steel lid that is needed. They are still trying to locate one that will fit our sewer pit.
 - b. VHF Maintenance
 - i.
 - c. 2020 Meeting Schedule
 - i. The meeting schedule was presented to the board as mirrored by the 2019 meeting schedule. A discussion was had in regards to the October meeting held with the fire association. This meeting has a low attendance by board members due to the time of the meeting being 7pm. A motion was made by Wilson and

seconded by Murphy to approve the 2020 meeting schedule as presented. **(6) yay, (1) nay, motion carried.**

- I. November 2019 Budget Reports were reviewed. No questions or discussion.
- J. Expenses
 - 1. December 2019 operating disbursements were discussed. A motion was made by Cove and seconded by Murphy to approve the December operating disbursements in the amount of \$27,582.07. Roll call vote. **All in favor. Motion carried.**
 - 2. December 2019 state expenses were discussed. A motion was made by Cove and seconded by Murphy to approve the December state expenses in the amount of \$1,182.27. Roll call vote. **All in favor. Motion carried.**
 - 3. January 2020 contingent vouchers were discussed. A motion was made by Cove and seconded by Murphy to approve the January 2020 contingent vouchers as provided. Roll call vote. **All in favor. Motion carried.**
- K. Old Business
- L. No public comment
- M. A motion was made by Murphy and seconded by Wilson to adjourn the meeting. **All in favor. Motion carried.** The meeting was adjourned at 2:23 pm.

The next Administrative Board Meeting will be held on Monday, January 27, 2019 at 2:00 p.m.

Respectfully submitted by Jamie Stafford