



Barry County Central Dispatch
Administrative Board Meeting Minutes

May 28, 2019

- A. Forbes called the meeting to order at 2:06 pm.
The Pledge of Allegiance was recited.
- B. Roll call was taken.
Attendance: Forbes, Smelker, Redman, Rothenberger, Murphy, VonSeggern, Wilson, Cove, Vujea, & Weeks
Absent: Leaf
Others in attendance: Director Lehman (BCCD), Stafford (BCCD), Attorney Doug Van Essen and Barry County Administrator Michael Brown.
- C. There were no amendments to the agenda.
- D. A motion was made by Cove and seconded by Smelker to approve the agenda as written for today's meeting. **All in favor. Motion carried.**
- E. A motion was made by Cove and seconded by Vujea to approve the minutes as written from the April 2019 meeting. **All in favor. Motion carried.**
- F. Cove awarded Director Lehman with an Award of Excellence for the Untied Way campaign for 2018.
- G. Attorney Doug Van Essen was present to discuss the relationship between Barry County Central Dispatch and Barry County in regards to fiduciary decisions. A determination was made that Barry County Central Dispatch Administrative Board is its own authority and is the only governing board that needs to approve/deny any budget requests, including full budget amendments for the Operating and State wireless budget. At the time that any request is decided on at an Administrative board meeting, documentation will be provided to either the Barry County Treasurers office for line item amendments or Barry County Administration for full budget amendments.
- H. Committee Reports
 - a. Personnel Committee
 - 1. No meetings were held this month.
 - b. Finance Committee
 - 1. No meetings were held this month. A meeting is scheduled for June 11th to discuss the 2020 budget.
 - c. Equipment Committee
 - 1. No meetings were held this month.
- I. Directors Report was reviewed and discussed.
- J. New Business
 - a. Resolution for Sue Rose
 - i. This resolution will be read by the Barry County Board of Commissioners on June 18th at their Committee of the Whole meeting. Sue's children will be there to accept that as well.
 - b. American Tower Lease – Assyria Site

- i. After many years on a month to month contract, American Tower has decided that they will be moving all of their customers to new contracts. This contract will take effect on August 1, 2019 in the amount of \$350.00/month with annual increases of 5%.
- K. Miscellaneous
 - a. VHF System Maintenance Contract
 - i. The maintenance contract that we have currently, hasn't been reviewed in several years. There have been some inconsistencies and lack of communication with the current vendor. This should be put out for bid to see if more competitive rates are available as well as more extensive coverage.
 - b. 2018 Annual Report & 2019 Strategic Plan
 - i. Page 7 will be corrected to reflect 2018 in the title. The board members will review and bring any questions or concerns about the 2019 strategic plan to the June Administrative Board meeting.
- L. April 2019 Budget Reports were reviewed. No questions or discussion.
- M. Expenses
 - 1. May 2019 operating disbursements were discussed. A motion was made by Cove and seconded by Murphy to approve the May operating disbursements in the amount of \$15,026.11. Roll call vote. **All in favor. Motion carried.**
 - 2. May 2019 state expenses were discussed. A motion was made by Cove and seconded by Murphy to approve the May state expenses in the amount of \$47,517.18. Roll call vote. **All in favor. Motion carried.**
 - 3. June 2019 contingent vouchers were discussed. A motion was made by Cove and seconded by Murphy to approve the June 2019 contingent vouchers as provided. Roll call vote. **All in favor. Motion carried.**
- N. Old Business
 - a. NG 9-1-1 Grant
 - i. The Federal Government did not approve the grant to enhance Barry County's fiber optic system.
 - b. Kern's tree/bush estimate
 - i. The estimate was discussed. A motion was made by Murphy and seconded by Weeks to use \$550.00 to purchase and plant a crimson maple tree and rose of sharon bush.
- O. No public comment
- P. A motion was made by Murphy and seconded by Cove to adjourn the meeting. **All in favor. Motion carried.** The meeting was adjourned at 3:26 pm.

The next Administrative Board Meeting will be held on Monday, June 24, 2019 at 2:00 p.m.

Respectfully submitted by Jamie Stafford