

**C.C.E. Central Dispatch Authority
Board of Directors
MEETING LOCATION
1694 US 131 Hwy
Petoskey, MI 49770**

MINUTES

March 13, 2019

BOD MEMBERS PRESENT

Michael Cain, Chairman
Chris Christensen
Lyon Stephens
John Wallace, Vice Chair
Mike Newman
Marcia Rocheleau
Bill Shorter, Secretary
Rob Straebel
Pat Ball

REPRESENTING

Charlevoix County Cities and Villages
Charlevoix County Board of Commissioners
Charlevoix County Townships
Cheboygan County Board of Commissioners
Cheboygan County Board of Commissioners (Alt)
Cheboygan County Townships
Emmet County Board of Commissioners
Emmet County Cities and Villages (Alt)
Emmet County Townships

BOD MEMBERS ABSENT

Mark Heydlauff
Todd Sorenson
Shirley Roloff
Harold Koviak
Tom Richards
David White
Bill Dohm

REPRESENTING

Charlevoix County Cities and Villages (Alt)
Charlevoix County Townships (Alt)
Charlevoix County Board of Commissioners (Alt)
Cheboygan County Townships (Alt)
Emmet County Cities and Villages
Emmet County Board of Commissioners (Alt)
Emmet County Townships (Alt)

911 COMMITTEE MEMBERS

Kevin Shepard
Jeff Lawson
John Calabrese
Becki King
Bob Engel

REPRESENTING

Charlevoix County Administrator
Cheboygan County Administrator - Absent
Emmet County Administrator - Absent
Fiscal Officer
Civil Counsel

OTHERS PRESENT

Bob Engel
Kyle Knight
Mike Reaves
Al Welsheimer
Pam Woodbury
Rob Jerman
Candace Pierce

REPRESENTING

Legal Counsel
Harbor Springs Police Dept.
Emmet County Asst Administrator
TAC Liaison
CCE Central Dispatch
CCE Central Dispatch
CCE Central Dispatch

Call to Order: Chairman Michael Cain called the meeting to order at 3:34 PM.

Pledge of Allegiance

Attendance: See above

Public Comment: Chief Al Welsheimer from Resort Bear Creek Fire Department said the email support ticketing system is working well and he was very happy with it.

Correspondence: None

AGENDA #6: Consent Agenda – Action item

Monthly Reports:

- a. February 20, 2019 minutes

Motion made by Mr. Wallace, with Support from Mr. Stephens to Approve, Receive and File the Consent Agenda as presented.

Rollcall

Ayes; Christensen, Straebel, Rocheleau, Wallace, Ball, Shorter, Stephens, Cain

Nays; None

Motion carries by rollcall vote.

AGENDA #7: Union Request to switch retirement provider to MERS – Action Item

Ms. Woodbury said the union has made a request to move over to MERS. MERS is a not for profit organization for municipalities. The MERS representative met with us a couple weeks ago and compared our current ICMA plan with a MERS plan. It was apparent that MERS has lower fees and a better rate of return, as much as 30% improvement in some instances. They also offer a Health Savings Retirement Account. Becki King, our fiscal officer also recommends the move over to MERS and said it will give the employees a better return. This is a defined contribution plan and CCE will continue to contribute 8% as per their contract. Dick Dinon, our labor attorney reviewed the agreement in comparison with the union contract and has signed off on it as well. Bob Engel, our legal counsel suggested that each resolution and agreement be approved separately, so there will be 4 separate motions and approvals.

Motion #1, made by Mr. Wallace, with Support from Mr. Ball to approve the Resolution Adopting the MERS Defined Contribution (401) Plan, as presented.

Rollcall

Ayes; Cain, Christensen, Stephens, Wallace, Rocheleau, Straebel, Shorter, Ball

Nays; None

Motion carries by rollcall vote.

Motion #2, made by Mr. Ball, with Support from Mr. Wallace to approve the MERS Defined Contribution (401) Plan Adoption Agreement, as presented.

Rollcall

Ayes; Christensen, Stephens, Wallace, Rocheleau, Straebel, Shorter, Ball, Cain

Nays; None

Motion carries by rollcall vote.

Motion #3, made by Mr. Stephens, with Support from Mr. Ball to approve the MERS Uniform 457 Supplemental Retirement Program Resolution, as presented.

Rollcall

Ayes; Stephens, Wallace, Rocheleau, Straebel, Shorter, Ball, Cain, Christensen

Nays; None

Motion carries by rollcall vote.

Motion #4, made by Mr. Shorter, with Support from Ms. Rocheleau to approve the MERS 457 Participation Agreement, as presented.

Rollcall

Ayes; Wallace, Rocheleau, Straebel, Shorter, Ball, Cain, Christensen, Stephens

Nays; None

Motion carries by rollcall vote.

Mr. Ball requested we move the Closed Session to the end of the meeting and everyone agreed.

AGENDA #9: 911 Board Report

Ms. Woodbury briefly talked about the new hires and said they are progressing well. They had the 800 project kick off meeting on February 21 and conducted tower visits. They are having bi-weekly conference call meetings to stay on task. Ms. Woodbury included a tentative timeline with the packet. She mentioned the Active Assailant policy and said Lt. Rodwell offered to train and implement the policy in the dispatch center shortly. She briefly mentioned seeking Auditor bids from additional firms, but also our current audit company.

ROUNDTABLE

Cain – Mike mentioned the evaluation process and suggested using the previous administrations evaluation document, this year. That allows everyone time to review it and then he requested a return date of 4/3/19 to revisit the evaluation with everyone.

Stephens – Lyon expressed how happy he was with the current administration.

Wallace – Nothing

Straebel - Nothing

Rocheleau – Nothing

Ball – Nothing

Christensen – Nothing

King - Nothing

Newman – Nothing

Ball- Pat suggested putting closed session meetings at the end of the agenda.

Woodbury – Nothing

Jerman – Nothing

AGENDA #8: Request of the Executive Director to go into closed session under section 8 (h) of the Open Meetings Act to consider material exempt from the discussion or disclosure by the state or federal statute as interpreted in the case of Booth Newspaper, Inc. v Wyoming City Council, 168 Mich App 459 (1988), allowing a closed session for consideration of a written legal opinion within the attorney-client privilege, that opinion related to compliance issues with a grant.

Motion made by ~~Mrs. Woodbury~~ Mr. Cain, with Support from Mr. Wallace to go into closed session.

Rollcall

Ayes; Cain, Wallace, Ball, Rocheleau, Shorter, Straebel, Christensen, Stephens

Nays; None

Motion carries by rollcall vote.

Closed session minutes will be distributed separately.

The board came out of closed session and the following motions were made:

8a. Motion made by Mr. Shorter, with Support from Mr. Wallace to formally discontinue the project at the East Jordan Tower.

Rollcall

Ayes; Wallace, Ball, Rocheleau, Cain, Shorter, Straebel, Christensen, Stephens

Nays; None

Motion carries by rollcall vote.

8b. Motion made by Mr. Shorter, with Support from Mr. Ball to enter into the Mutual Release Agreement with Tele-Rad and authorize the Chair to sign the same.

Rollcall

Ayes; Ball, Rocheleau, Wallace, Stephens, Straebel, Cain, Christensen, Shorter

Nays; None

Motion carries by rollcall vote.

8c. Motion made by Mr. Stephens, with Support from Ms. Rocheleau to accept the monies returned by Tele-Rad in the amount of \$50,774.96 and authorize staff to return the same to the State of Michigan.

Rollcall

Ayes; Cain, Christensen, Ball, Rocheleau, Stephens, Straebel, Wallace

Nays; None

Motion carries by rollcall vote.

8d. Motion made by Ms. Rocheleau, with Support from Mr. Ball to authorize the action taken by Ms. Woodbury in cancelling the lease with MPSCS regarding the East Jordan Tower.

Rollcall

Ayes; Rocheleau, Wallace, Ball, Stephens, Straebel, Christensen, Shorter, Cain

Nays; None

Motion carries by rollcall vote.

8e. Motion made by Mr. Ball, with Support from Mr. Wallace to dissolve the five year contract with PFN for fiber service at the Mackinaw City Tower and authorize Ms. Woodbury to negotiate with PFN regarding the expense of the fiber that has already been installed.

Rollcall

Ayes; Wallace, Ball, Stephens, Straebel, Christensen, Shorter, Cain, Rocheleau

Nays; None

Motion carries by rollcall vote.

8f. Motion made by Mr. Shorter, with Support from Ms. Rocheleau to authorize Ms. Woodbury to work with MPSCS and Empiric Solutions on completing the connection of the fiber at the Mackinaw City Tower site, to obtain quotes on costs for the same, and present a report and recommendation to the Board at the next Board meeting after the information becomes available.

Rollcall

Ayes; Rocheleau, Wallace, Ball, Stephens, Straebel, Christensen, Shorter, Cain

Nays; None

Motion carries by rollcall vote.

Mr. Cain said kudos to Ms. Woodbury for handling this type of situation so well and Mr. Christensen agreed.

ADJOURNMENT

Meeting adjourned by Mr. Cain at 5:03 PM.

Respectfully submitted by Candace Pierce