



Consolidated Dispatch Authority

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CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY
Governing Board of Directors
January 9, 2024, at 2:30 PM
Calhoun County Administrative Building- Law Library
315 W Green St, Marshall MI 49068

The meeting was called to order by Chair Steve Hinkley at 2:30 PM

ROLL CALL:

Directors Present: Steve Hinkley, Chairperson
Patrick O'Donnell, City of Battle Creek (Seat #2)
Joe Caron, City of Marshall
Eric Krause, City of Albion
Ryan Harvey, Vice-Chair
Deb Belles, Area Metropolitan Services Agency

Directors Excused: Shannon Bagley, City of Battle Creek (Seat #1)
Steve Frisbie, County Board of Commissioners
Barry Schrader, Michigan State Police

Others Present: Michael Armitage, CCCDA
Robert Stahelin, CCCDA
Kate Chism, CCCDA

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

A motion was made by Joe Caron to approve the January 9, 2024, CCCDA Governing Board agenda meeting minutes. The motion was seconded by Patrick O'Donnell.

All were in favor.

Motion was approved.

MEETING MINUTES

1. A motion was made by Ryan Harvey to accept the December 12, 2023, CCCDA Governing Board minutes. The motion was seconded by Deb Belles.

All were in favor.

Motion was approved.

CONSENT AGENDA

The following items were listed on the Board's consent agenda:

1. Excuse Absent Board Members
2. Routine Agreements, Invoices, and Reimbursements
3. Check Register and Accounts Payable
4. Reports and Items to File

A motion was made by Eric Krause to approve the January 9, 2024, Consent Agenda. The motion was seconded by Joe Caron.

All were in favor.

Motion was approved.

EXECUTIVE DIRECTOR'S REPORT

1. Remodel- The project is underway. All dispatch operations have moved out and demo has begun. The project is looking like it will come in under budget.
2. Radio Project- This project is going as planned. The State will begin programming soon.
3. Tower Sites- Sites are coming along as planned and on track. Washington Heights is the only site needing to be finalized.

OLD BUSINESS

None

NEW BUSINESS

1. Election of Officers- A motion was made by Deb Belles to open the floor for nomination of officers. The Motion was seconded by Patrick O'Donnell. All were in favor. The motion passed. A nomination was made by Ryan Harvey to re-elect Steve Hinkley as board chair. The nomination was accepted. A nomination was made by Steve Hinkley to re-elect Ryan Harvey as board vice chair. The nomination was accepted. No other nominations were made. A motion was made by Patrick O'Donnell to close the floor for nominations. The motion was seconded by Eric Krause. All were in favor. The motion passed. A unanimous vote was taken to elect officers as nominated.

2. MMRMA Renewal- After a brief overview of the renewal by Michael Armitage, highlighting a needed adjustment on the value of the phone system, a motion was made by Patrick O'Donnell to accept the renewal as presented, not to exceed \$42,408. The motion was seconded by Joe Caron.
All were in favor.
The motion passed.
3. MERS Telecommunication Division Contribution Addendums- A brief discussion of highlights of the proposed change took place. Highlights included: a 7% employer contribution will continue. Employees will continue to select their contribution. A 457 plan will be available for employees to make changes to their contribution amounts. Changes to the 401 cannot be made and investments in that plan will stay there. No employee match is required. There will be no change to the CBA needed. A second addendum changes the employer contribution in the telecommunicator division to 9%, effective January 1, 2025. This is to meet their CBA language. A motion was made by Eric Krause to accept the addendums as presented. The motion as seconded by Deb Belles.
All were in favor.
The motion passed.
4. Resolution 2024-01: A resolution to set user fees.

WHEREAS, the forming Interlocal Agreement and E9-1-1 Service Plan specifically addresses adopting user fees in the event that millage and/or 9-1-1 surcharge monies are insufficient to cover the costs of financing consolidated dispatch; and

WHEREAS, the current 911 surcharge rate is insufficient to cover the costs of consolidated dispatch; and

WHEREAS, the 911 service plan authorizes the Calhoun County Consolidated Dispatch Authority (CCFDA) Governing Board of Directors to impose user fees through resolution, and

WHEREAS, the CCFDA Governing Board of Directors approved the Calls for Service (CFS) formula in guidelines, to be effective on July 1, 2013; and

NOW, BE IT RESOLVED that the CCFDA Governing Board of Directors hereby adopts the following user fees, to be collected quarterly for the period beginning April 1, 2024, through March 31, 2025:

<u>Service User</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	Three Year Avg	% of Total Avg CFS	Qtrly Bill
Albion City	10,582	9,764	9,325	9,890	5.7542%	\$ 10,337.12
Albion TWP	422	476	467	455	0.2647%	\$ 475.55
Athens TWP	578	593	595	589	0.3425%	\$ 615.26
Athens Village	436	472	460	456	0.2653%	\$ 476.60
Battle Creek City	76,300	74,102	81,274	77,225	44.9294%	\$ 80,713.96
Bedford TWP	6,850	6,866	6,577	6,764	3.9355%	\$ 7,069.91
Burlington TWP	674	553	519	582	0.3386%	\$ 608.29
Burlington Village	89	94	127	103	0.0601%	\$ 108.00
Calhoun County	17,550	16,605	16,071	16,742	9.7404%	\$ 17,498.31
Clarence TWP	489	413	415	439	0.2554%	\$ 458.83
Clarendon TWP	414	407	438	420	0.2442%	\$ 438.62
Convis TWP	537	544	583	555	0.3227%	\$ 579.72
Eckford TWP	333	405	340	359	0.2091%	\$ 375.57
Emmett TWP	16,886	17,220	14,701	16,269	9.4653%	\$ 17,003.95
Fredonia TWP	781	754	644	726	0.4226%	\$ 759.15
Homer TWP	244	262	234	247	0.1435%	\$ 257.81
Homer Village	558	658	555	590	0.3435%	\$ 617.00
Lee TWP	242	255	441	313	0.1819%	\$ 326.79
Leroy TWP	1,076	1,146	1,132	1,118	0.6504%	\$ 1,168.51
Marengo TWP	1,725	1,920	1,639	1,761	1.0247%	\$ 1,840.90
Marshall City	13,260	14,998	16,198	14,819	8.6215%	\$ 15,488.09
Marshall TWP	2,458	2,258	1,639	2,118	1.2324%	\$ 2,214.03
Newton TWP	590	631	631	617	0.3592%	\$ 645.22
N.H.B.P.	1,064	913	1,124	1,034	0.6014%	\$ 1,080.36
Pennfield TWP	7,181	7,754	7,390	7,442	4.3295%	\$ 7,777.84
Sheridan TWP	1,721	1,743	1,458	1,641	0.9545%	\$ 1,714.78
Springfield City	8,586	7,303	6,618	7,502	4.3648%	\$ 7,841.25
Tekonsha TWP	748	809	372	643	0.3741%	\$ 672.05
Tekonsha Village	416	395	574	462	0.2686%	\$ 482.52

A motion was made by Ryan Harvey to adopt resolution 2024-001 and was seconded by Patrick O'Donnell. A roll call vote was taken:

Ayes: Steven Hinkley, Ryan Harvey, Eric Krause, Deb Belles, Patrick O'Donnell, Joe Caron.

Nays: None.

The motion was declared adopted.

5. Resolution 2024-002: Rescind resolution 2023-006.

WHEREAS, the Calhoun County Consolidated Dispatch (CCDDA) Authority Governing Board has adopted a budget for the fiscal year that began January 1, 2023 and ended December 31, 2023; and

WHEREAS, it is necessary to amend the budget to recognize operational changes, actual expenses occurred, and changes in projections during the course of the year; and

WHEREAS, the Calhoun County Consolidated Dispatch Authority adopted resolution 2023-006 on December 12, 2023, amending the FY2023 budget to account for the lease payoff to Motorola Solutions Credit Company LLC in the amount of \$14,482,542; and

WHEREAS, it has been determined that the proper accounting for the payment to Motorola Solutions Credit Company LLC should be reflected in 991 Leases Principal, contrary to resolution 2023-006; and

NOW, THEREFORE, BE IT RESOLVED that the CCCDA Governing Board does hereby rescind resolution 2023-006, returning line items 261325 981000 and 261325 991030 to their original budget amounts in FY2023; and

BE IT FURTHER RESOLVED that a journal entry shall be made to account for the payment of \$14,482,542 to Motorola Solutions Credit Company LLC from 261325 991030 Leases Principal.

BE IT FURTHER RESOLVED All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

A motion to adopt resolution 2024-002 was made by Deb Belles and seconded by Joe Caron. A roll call vote was taken:

Ayes: Steven Hinkley, Ryan Harvey, Eric Krause, Deb Belles, Patrick O'Donnell, Joe Caron.

Nays: None.

The motion was declared adopted.

6. Payoff loan from SMBT. A motion as made by Joe Caron to pay the existing loan from SMBT in full. The motion was seconded by Eric Krause.

All were in favor.

The motion passed.

PUBLIC COMMENTS- Three-minute limit per person; see public comment policy.

None.

BOARD COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 3:05 PM.