



Calhoun County Consolidated Dispatch Center Authority Governing Board

Meeting Minutes
Tuesday, August 25, 2009

Members Present: Franklin Peterson, AMSA
Sherriff Al Byam, Calhoun County Sherriff
Brent Williams, City of Marshall
Eric Wimbley, Michigan State Police
Jeff Albaugh, Calhoun County Township Association
Ken Tsuchiyama, City of Battle Creek

Members Excused: Chris Simmons, City of Battle Creek
Mike Rae, Calhoun County Board of Commissioners
Mike Herman, City of Albion

Others Present: Richiard Lindsey, CCCDA General Counsel
Jeffery Troyer, CCCDA Executive Director
Kelly Rasmussen, Success Communications
Brad Wilcox, Calhoun County
Jill Fish, City of Battle Creek
Eric Miller, City of Albion

The Meeting was called to order by Chairman Peterson at 3:03 p.m., in the Law Library of the Marshall County Building.

I. Consent Items

Motioned by Mr. Byam, supported by Mr. Williams to approve the Consent Agenda, to include excusing Mr. Simmons, Mr. Rae, and Mr. Herman, and to move a Brad Wilcox's report to the front of the agenda. All in favor.

II. Review of Dispatch Center Construction Bids

Mr. Wilcox presented a summary of the bids received. He and Mr. Troyer separately graded the bidders based on five categories that included cost, timeline, the use of local labor, references, and qualifications. It was recommended by both Mr. Wilcox and Mr. Troyer that the CCCDA accept the bid from Schweitzer Construction, Inc. Motioned by Mr. Byam, supported by Mr. Albaugh, to authorize Mr. Wilcox to negotiate a final contract price with Schweitzer and forward the recommendation to the County Board of Commissioners for approval. All in favor.

III. Authorization to Pay Labor and General Legal Counsel Invoices

Chairman Peterson recommended that all attorney communications run through Mr. Troyer from now on. This would help clarify any conversations included in the invoices. Motioned by Mr. Williams, supported by Mr. Tsuchiyama, to authorize the paying of the invoices. All in favor.

IV. Executive Director Report

Mr. Troyer indicated that all of his projects were moving forward quickly. Furniture proposals should be received shortly. Mr. Troyer will report weekly to Mr. Miller, as the Technical Committee will no longer be meeting weekly. Mr. Troyer is working on budget figures, agreements with the county, and agreements with the City of Battle Creek. Mr. Troyer indicated that he had received a list of equipment that will come from Battle Creek to the CCCDA. This equipment will also include some outstanding debt. Mr. Tsuchiyama stated that the 10% currently being withheld from Motorola is in the possession of the City of Battle Creek, and would be provided to the CCCDA to close out the remainder of the outstanding contract with Motorola once the work is complete.

Mr. Tsuchiyama noted that the City will honor its commitment to provide the \$250,000 that was originally earmarked to move its dispatch center. The City of Battle Creek will also honor its commitment to finance a portion of the construction costs over five years at 4% interest. Chairman Peterson thank Battle Creek for their contribution and reminded the Board that given the revenue problems that all communities are facing in the coming years, the CCCDA should do what it can to limit the length of the term of the loan. Mr. Tsuchiyama and Mr. Troyer will meet in the coming weeks to work out the details of the contribution to the construction and the five-year loan.

V. Technical Committee Update

Mr. Miller reported on the Technical Committee. The committee is working on standard operating procedures for the center, but will not meet for a couple weeks. Mr. Miller expressed his concern with a group of fire chiefs in the county that may be spreading rumors about the consolidation and its status. It appears that there is concern that the project is well over budget, and that there is still an opportunity to move the Center back to Battle Creek. Chairman Peterson agreed to draft a letter to the township supervisors that are not a part of the daily dialog of the Board. He will try and get the letter out in the next week, highlighting the location of the center being in Marshall and the construction budget of the center being on target.

VI. Success Communications Update

Ms. Rasmussen indicated that she would be working behind the scenes with Mr. Troyer.

VII. Additional Items

There will be no meeting next week. The Meeting was adjourned at 3:4p, the next meeting will be September 8, 2009 at 3p.