

Regular Meeting Minutes  
Manistee County E911 Board  
Manistee County Emergency Operations Center / Zoom  
January 19<sup>th</sup>, 2021

1). Call to Order:

The Meeting was called to order by U/S Torrey at 9:31 am.

2). Roll Call:

Members Present: U/S Torrey, Mr. Sopha via zoom, Director Medacco, Mr. Adams, Chief Glass, Mr. Dontz, Trp. Skorka

Members Absent:

Also, present: Julie Griffis, Sheriff Gutowski, via zoom

3). Approval of the Agenda:

A motion by Mr. Dontz second by Trp. Skorka to approve the meeting agenda, with additions to new business, Pay out for Director's PR time, and Emergency Protocol 14-05 Covid Response. All in favor

4). Public Comment / Invited Guest:

None.

5). Approval of Minutes:

A motion by Mr. Adams second by Director Medacco to approve the Minutes from the regular meeting of December 15<sup>th</sup> 2021.

All in favor

6). Treasurer's Report:

Mr. Adams gave the Treasurer's report. A motion by Mr. Dontz second by Trp. Skorka to approve the Treasurer's report All votes in Favor.

Mr. Adams made a motion second by Director Medacco to approve payment of the bills totaling \$97,607.12. A roll call vote was taken.

U/S Torrey	Yes	Mr. Adams	Yes	Director Medacco	Yes	Mr. Dontz	Yes
Chief Glass	Yes	Trp. Skorka	Yes				

7). Committee Reports:

- a. Executive – Met on January 11<sup>th</sup>, 2022 Minutes attached. A motion by Chief Glass second by Mr. Adams to approve the Minutes from the executive committee. All votes in favor
- b. Finance – Did not meet
- c. Personnel / Policy – Did not meet
- d. Technology – Did not meet

8). **Director's Report:** Jim advised the Board that the audit is in progress and that he is working with a different auditor than last year.

9). **Deputy Director's Report:** Mike presented the stats for December and some discussion was held and the Board requested that they would like to see the last 2 years stats to compare.

10). **Old Business:**  
None

11). **New Business:**

**Ken Williams Payout:** A Motion by Mr. Adams second by Mr. Dontz to approve the payout of earned Vacation time to Ken Williams totaling \$1,532.30. a roll Call vote was taken.

U/S Torrey	Yes	Mr. Adams	Yes	Director Medacco	Yes	Mr. Dontz	Yes
Chief Glass	Yes	Trp. Skorka	Yes				

**Election of Officers: Chair**—Mr. Dontz nominated Under Sheriff Torrey as Chair second by Trp. Skorka no other nominees Under Sheriff Accepted The nomination. A Roll Call vote was taken.

U/S Torrey	Yes	Mr. Adams	Yes	Director Medacco	Yes	Mr. Dontz	Yes
Chief Glass	Yes	Trp. Skorka	Yes				

**Vice Chair**-- Mr. Dontz nominated Chief Glass as Vice Chair second by Director Medacco no other nominees Chief Glass Accepted The nomination. A Roll Call vote was taken.

U/S Torrey	Yes	Mr. Adams	Yes	Director Medacco	Yes	Mr. Dontz	Yes
Chief Glass	Yes	Trp. Skorka	Yes				

**Secretary / Treasurer** -- Mr. Dontz nominated Mr. Adams as Secretary / Treasurer second by Director Medacco no other nominees Mr. Adams Accepted The nomination. A Roll Call vote was taken.

U/S Torrey	Yes	Mr. Adams	Yes	Director Medacco	Yes	Mr. Dontz	Yes
Chief Glass	Yes	Trp. Skorka	Yes				

**Approval of the signers for the Checking account:** Chief Glass made a motion second by Trp. Skorka to keep the same as last year. A roll call vote was taken.

U/S Torrey	Yes	Mr. Adams	Yes	Director Medacco	Yes	Mr. Dontz	Yes
Chief Glass	Yes	Trp. Skorka	Yes				

**Approve Payout of Director's Personal Time** and allow his vacation to carry over until March 31<sup>st</sup> 2022. A motion by Chief Glass second by Mr. Dontz to approve. Roll call vote was taken.

U/S Torrey	Yes	Mr. Adams	Yes	Director Medacco	Yes	Mr. Dontz	Yes
Chief Glass	Yes	Trp. Skorka	Yes				

**Protocol 14-05** -- Mr. Sopha advised the Board of a change in the medical protocols 14-05 covid response. Discussion was held.

12). **Good of the Order:**  
none

13). **Adjournment:**

U/S Torrey adjourned the meeting at 10:25 am.

Respectfully Submitted  
Jim Espvik

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