



911 Board / Central Dispatch

Admin Office 231-723-2843

Emergency 231-723-6241

1527 E Parkdale Ave Manistee, Michigan 49660

Regular Meeting Minutes
Manistee County E911 Board
Manistee County Emergency Operations Center / Zoom
February 17th, 2021

1). Call to Order:

The Meeting was called to order by Under Sheriff Torrey at 9:30 am. Via zoom

2). Roll Call:

Members Present: Sheriff Gutowski, Under Sheriff Torrey, Mr. Sopha, Mr. Dontz, Chief Glass, Mr. Adams, Trp. Skorka

Members Absent: None

Also, present: Chief Cameron from City Fire via zoom, F/Lt. Keck via zoom

3). Approval of the Agenda:

A motion by Mr. Dontz second by Mr. Adams to approve the meeting agenda. Roll call vote was taken:

Sheriff Gutowski	Yes	Chief Glass	Yes	U/S. Torrey	Yes	Mr. Sopha	Not Present
Mr. Dontz	Yes	Mr. Adams	Yes	Trp. Skorka	Yes		

4). Public Comment / Invited Guest:

None at this time

5). Approval of Minutes:

A motion by Sheriff Gutowski second by Mr. Dontz to approve the Regular Meeting Minutes from January 20th, 2020.
A roll call vote was taken.

Sheriff Gutowski	Yes	Chief Glass	Yes	U/S. Torrey	Yes	Mr. Sopha	Not Present
Mr. Dontz	Yes	Mr. Adams	Yes	Trp. Skorka	Abstain		

6). Treasurer's Report:

Mr. Adams gave the Treasurer's report, explaining the 4 reports that were sent to everyone. A motion by Sheriff Gutowski second by Chief Glass to approve the Treasurer's report. A roll call vote was taken.

Sheriff Gutowski	Yes	Chief Glass	Yes	U/S. Torrey	Yes	Mr. Sopha	Not Present
Mr. Dontz	Yes	Mr. Adams	Yes	Trp. Skorka	Yes		

Mr. Adams made a motion second by U/S Torrey to approve payment of the bills for the month of February with the total to be approved at \$86,402.40. A roll call vote was taken.

Sheriff Gutowski	Yes	Chief Glass	Yes	U/S. Torrey	Yes	Mr. Sopha	Not Present
Mr. Dontz	Yes	Mr. Adams	Yes	Trp. Skorka	Yes		

7). Committee Reports:

- a. Executive – Did not meet
- 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 new offices were almost done still waiting on some material.
The annual Audit is in progress.

9). Deputy Director’ Report

Mike advised the Board on the progress of the new employees and how their training was progressing.

10). Old Business:

Discussion on moving the Emergency Management position into the 911 Deputy Director’s Job
Discussion was held as to if we were going to stay with Rave and the Mass notification system at a cost, it was decided that we would not continue with the Rave Smart 911 or the mass notification system and we would stay with Code Red.

11). New Business:

Jim presented a quote from Kerry’s Blinds for the new windows in the office. After some discussion, a motion by Mr. Adams second by Mr. Dontz to approve the new blinds at a cost of \$1,139.08. a roll call vote was taken.

Sheriff Gutowski	Yes	Chief Glass	Yes	U/S. Torrey	Yes	Mr. Sopha	Yes
Mr. Dontz	Yes	Mr. Adams	Yes	Trp. Skorka	Yes		

Jim presented a quote for PFN to Take over the Phone system for Dispatch and have A T & T discontinue the service. A motion by Mr. Adams second by Mr. Dontz to approve the move to PFN. A roll call vote was taken.

Sheriff Gutowski	Yes	Chief Glass	Yes	U/S. Torrey	Yes	Mr. Sopha	Yes
Mr. Dontz	Yes	Mr. Adams	Yes	Trp. Skorka	Yes		

A Motion by Mr. Adams second by Mr. Sopha to have the fax line moved to PFN also. A roll call vote was taken.

Sheriff Gutowski	Yes	Chief Glass	Yes	U/S. Torrey	Yes	Mr. Sopha	Yes
Mr. Dontz	Yes	Mr. Adams	Yes	Trp. Skorka	Yes		

Jim presented a letter from Gordon McLellan with a request to move out internet service from the Merit Net work to PFN at a cost of \$406 per month as the merit network would soon be disconnected. A motion by Sheriff Gutowski second by Mr. Dontz to approve the move to PFN. A roll call vote was taken.

Sheriff Gutowski	Yes	Chief Glass	Yes	U/S. Torrey	Yes	Mr. Sopha	Yes
Mr. Dontz	Yes	Mr. Adams	Yes	Trp. Skorka	Yes		

12). Good of the Order:

None

13). Adjournment:

A motion by Sheriff Gutowski second by Chief Glass to adjourn. All votes in favor. Meeting adjourned at 10:35 am.

Respectfully Submitted
Jim Espvik
911 Director