



DELAWARE COUNTY E-911 TRUST AUTHORITY

CARL TESREAU
MARK MORRIS
CASE BARNWELL

BRANDON ALEXANDER
VINCE OSBURN
JAMES BECK

KIRSTEN ROWE

#1

MOTION MADE BY Alexander SECONDED BY Morris

APPROVE/AMEND MINUTES FOR OCTOBER 16 REGULAR MEETING.

MORRIS OSBURN

TESREAU Y MORRIS Y BARNWELL Y ROWE Y ALEXANDER Y OSBURN Y BECK Y

MOTION CARRIED.

WITNESS OUR HANDS THIS **20TH** DAY OF NOVEMBER, 2023.

DELAWARE COUNTY
E-911 TRUST AUTHORITY

Carl Tesreau
CARL TESREAU

Mark Morris
MARK MORRIS

Case Barnwell
CASE BARNWELL

Kirsten Rowe
KIRSTEN ROWE

Brandon Alexander
BRANDON ALEXANDER

Vince Osburn
VINCE OSBURN

James Beck
JAMES BECK



DELAWARE COUNTY E-911 TRUST AUTHORITY MINUTES

October 16, 2023

The Delaware County E-911 Trust Authority had its regular meeting at noon on October 16, 2023. The agenda was posted October 12, 2023, at 3:24 p.m. and placed in the kiosk on the courthouse lawn, and the county website. The E-911 Trust Authority is hereby authorized to act on the following items:

The meeting was called to order by Chairman Carl Tesreau. All board members were present along with minutes clerk Kathy Parker. Others attending included E-911 Attorney Hal Trentman, E-911 Coordinator Tracy Sixkiller, Rod Neal, Carolyn Boothe, and Dispatch Supervisor Tina Guy.

AGENDA #1- A motion was made by Tesreau and seconded by Barnwell to approve the minutes of the September 18, 2023, regular meeting. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-abstain; Osburn-yes; Morris-yes. Motion carried.

AGENDA #2- A motion was made by Barnwell and seconded by Tesreau to approve introductions and announcements. Attorney Hal Trentman introduced himself as a representative for E-911 attorney Kim Ritchie.

AGENDA #3- A motion was made by Alexander and seconded by Rowe to hear the treasurer's report. Treasurer Case Barnwell said purchases and disbursements looked normal for the last month. He said CD liquidation will begin next month. Tesreau said load studies for the radio towers are going to cost quite a bit less than expected. A motion was made by Rowe and seconded by Morris to accept the Treasurer's report. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #4- A motion was made by Rowe and seconded by Tesreau to pay claims presented by purchase orders. Tesreau said the only entry which stood out to him was #4080 in the amount of \$4000, which will be reimbursed from a grant. A motion was made by Morris and seconded by Rowe to pay purchase orders #4068 to #4085. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #5 - A motion was made by Alexander and seconded by Barnwell to open the floor for new business. Morris suggested making a vice-chair position to the board for times when the chairman is absent. Morris asked for an agenda item to be put on the next meeting.

Alexander asked about using the PSO tower. Tesreau said the rate has gone all the way from free to \$16,000 a year. The current price is \$800 a month or \$9,600 per year. The towers in that area, including two belonging to GRDA, have been assessed and the PSO tower is the best option. The price is coming from a corporation in Ohio and not the local PSO office. Rowe asked if the PSO contact Michael Gordon might be able to help. Morris said Gordon comes to City of Grove meetings and he will talk to him.

AGENDA #6 – A motion was made by Osburn and seconded by Morris to hear the monthly report from the E-911 Coordinator. Sixkiller said 26 new addresses were issued, 56 were verified and 12 were referred. Twenty other calls were answered. The NextGen information closeout is tomorrow. Sixkiller said the addressing information has been submitted to the state and the county is compliant. He said "our neighbors" use SDR to upload the formatted information. The information is formatted quarterly and must be uploaded each time. Sixkiller said SDR could be contracted to do this for Delaware County for \$1,000 to \$2,000 a month. Sixkiller said the conference he attended with Neal and Guy was informative with good classes and good contacts were made. Sixkiller said 12 of 17 letters of concurrence have been received for the entities which will be dispatched from the county-side E-911 Center. Neal said Branch Communications realized the Eucha tower has been beefed up and will now support an 85 percent load limit. Neal said the upgrade was discovered because AT&T wants to put antennas on this tower, too. Neal said both BT and Branch Communications can complete load limit studies much cheaper than the quotes received before. Neal said the entire load study can be completed by Branch at a cost of \$5,000 or less.

AGENDA #7- A motion was made by Rowe and seconded by Osburn to hear the monthly report from the dispatch supervisor. Guy said this time is the "off season" in dispatch. Guy said she has two trainees and no vacancies on her staff. She said one dispatcher from Wagoner County is especially conscientious and doing a fine job.

AGENDA #8 – A motion was made by Barnwell and seconded by Morris to select a committee or committees to construct a plan for the transition of dispatchers from the Sheriff's payroll to the E-911 payroll tabled from the September 18 meeting. Tesreau said some members were absent at the last meeting, so this was tabled until input could be gathered from all members. Tesreau said he cannot serve on this committee because his plate is full. E-911 attorney Kim Ritchie sent the paperwork used at Rogers County. Members discussed total operating costs would need to be determined per month. Sixkiller said the accounting firm which does the books can get any operating numbers necessary. Beck asked how much more revenue will be gained from the new 911 charge on phones. Tesreau said approximately \$60,000 per year. Members suggested Barnwell, Osburn and Beck be on a committee to begin constructing the transition plan. Members agreed it would probably be impossible to get the transition before the end of the year, but it would be made as soon as possible. A motion was made by Rowe and seconded by Morris to put Barnwell, Osburn and Beck on a committee to work on the dispatcher transition. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #9- A motion was made by Alexander and seconded by Tesreau to cancel property and liability insurance coverage from ACCO-SIG. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

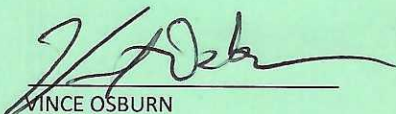
AGENDA #10- A motion was made by Alexander and seconded by Barnwell to discuss with possible action preparing a budget for 2023-2024. Tesreau said a budget needs to be adopted for fiscal year 2024. The old budget ran out on June 30 and the trust is now working on a budget made by the accountants. Sixkiller said he can work with the accounting firm to develop a fiscal year budget. A motion was made by Tesreau and seconded by Morris to get the accounting firm to help develop a new fiscal year budget. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #11-A motion was made by Osburn and seconded by Beck to review bid packages for the E-911 building remodel to make a recommendation to the BOCC. Tesreau said either bid would be a good one from the two companies who submitted: Myers-Cherry and Timberlake. Since Myers-Cherry has already won the bid for the new fair barn, Tesreau said he thinks it would be good to spread the bids around. Myers-Cherry has the low bid at 1.479 million, but Timberlake is not much higher at 1.537 million. Tesreau said 15 contractors showed up to the pre-bid meeting, but only two chose to bid. He said Timberlake's owners have a stake in the job as they own property in the county. He suggested recommending Timberlake. Morris asked if there was a reason not to choose the lower bid. Beck said he thinks the same company should not get all the bids. Tesreau said in the pre-bid meeting, the plan was to begin construction three weeks after the bid is awarded. He said the time contracted with Stolz Communications runs out in February, so an extension will have to be secured to install the equipment once the construction is complete. A motion was made by Osburn and seconded by Barnwell to recommend Timberlake to the BOCC. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

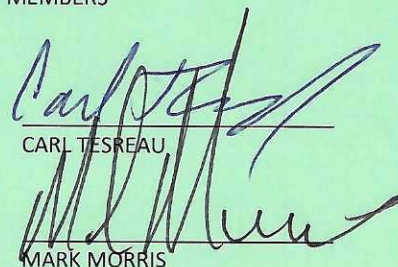
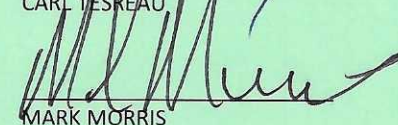
AGENDA #12-A motion was made by Alexander and seconded by Morris to open the floor for public comments. Alexander asked about the installation of radios in vehicles. Tesreau said the plan was to do it all at once. Sixkiller said the towers have to be put into service first.

AGENDA #13-A motion was made by Morris and seconded by Rowe to adjourn at 12:54 p.m. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

DELAWARE COUNTY E-911 TRUST AUTHORITY MEMBERS


VINCE OSBURN


JAMES BECK


CARL TESREAU

MARK MORRIS

CASE BARNWELL

A handwritten signature in black ink, appearing to read 'K. Rowe', written over a horizontal line.

KIRSTEN ROWE

A handwritten signature in black ink, appearing to read 'B. Alexander', written over a horizontal line.

BRANDON ALEXANDER