

GENESEE COUNTY COMMUNICATIONS CONSORTIUM
General Membership Meeting
Genesee County 9-1-1
March 12, 2024
2:00 pm

Location: Charter Township of Mundy
3478 Mundy Ave, Swartz Creek, MI 48473

MINUTES

1. CALL MEETING TO ORDER

Meeting called to order by Chairman Thorsby at 2:06pm.

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE ROLL CALL

Members Present: Tom Spillane, Clayton Township; Jim Slezak, Davison Township; Karyn Miller, Flint Township; Fred Thorsby, Flushing Township; Mary Ann Price, Forest Township; Paul Fortino, Gaines Township; Dan Eashoo, Genesee Township; Scott Bennett, Grand Blanc Township; Tonya Ketzler, Mundy Township; Brian Arnes, Richfield Township; Sheryllynn Russo, Vienna Township; Greg Fenner, Burton City; Andrea Schroeder, Davison City; Joe Karlichek, Flushing City; Wendy Jean-Buhrer, Grand Blanc City; Ellen Glass, Linden City; Spencer Lewis, Mt. Morris City; Mayor Krueger, Swartz Creek City; Sheri Wilkerson, Goodrich Village; Martin Cousineau, Genesee County

Members Absent: Brian Saad, Argentine Township; Shirley Kautman-Jones, Atlas Township; Vince Lorraine, Fenton Township; Coetta Adams, Montrose Township; Jolena Sanders-Sims, Mt. Morris Township; Rachel Stanke, Thetford Township; Doug Vance, Clio City; Clyde Edwards, Flint City; Todd Pangle, Montrose City; Connie Greene, Gaines Village; John Ray, Otisville Village

Others Present: Nate Henry, Tony Craig, Brian Flewelling, Joe Hyrman, Ashley Frase, Alex Boros, Sherry Moore, Fahad Qureshi, Chad Young, Tim Jones, Dave Plumb, Valerie Moore – recorder

4. AGENDA APPROVAL

Chairman Thorsby

Action Taken: Motion by Fenner, support by Karlichek to approve the March 12, 2024, Agenda, as presented.

All Ayes, Motion Passed

4. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

None

6. APPROVAL OF MINUTES

- December 12, 2023
- February 13, 2024 – Special Meeting

Action Taken: Motion by Bennett, support by Karlichek to approve the December 12, 2023, and February 13, 2024 – Special Meeting Minutes, as presented.

All Ayes, Cousineau Abstained, Motion Passed

7. OLD BUSINESS

- A. **Advisory Committee Report - No Meeting in Feb.** Chief Wilkinson

8. NEW BUSINESS

- A. **FYE23 Audit Presentation** Frase

Frase noted that in the Independent Auditor's Report, they issued an Unmodified Opinion. This is the highest level of assurance that we can provide that the financial statements, as presented, are free of material misstatement. Frase highlighted the Balance Sheet as of September 30, 2023. Total Assets and Liabilities were consistent with the past. The Assigned Fund Balance for the subsequent year's budget was about \$636,000. Frase noted that is the amount that was budgeted for FY2024. The budgeted revenues were a little less than budgeted expenditures for 2024. This shows that as of September 30, 2023 there was a budgeted plan to use Fund balance going forward for that amount. The Unassigned Fund Balance was about \$6.8 million. Frase noted that is about 89% of the Consortium's annual expenditures. She stated that while it is a strong position, it did decrease. The Capital Project and Technology Fund Balances have about \$5.3 million and \$2.6 million at the end of September. Total Revenue was up about 1% but Total Expenditures increased about 12% from the prior year. Frase stated that budgeted revenue expenditures were within 1% of actual. After the General Fund transferred out \$800,000 (\$500,000 to Capital Project Fund and \$300,000 to Technology Fund), the General Fund had an increase in fund balance of just over \$500,000 for YE2023.

Frase spoke on Section I - Internal Control Related Matters. She stated they do not issue an opinion on internal controls. They identify deficiencies or room for improvement. She noted on Page 2 that during FYE 2023, bank reconciliations were not prepared or reviewed timely. Frase did note that by the time they performed the audit, they had been completed and there were no inconsistencies identified. She stated that best practice would be to reconcile those shortly after month end to keep them timely and mitigate the risk of misappropriation of assets. In Section II, Frase noted that Page 4 there were corrected misstatements within the financial statements that management has identified. Frase stated that LEIN and Backbone Fees are billed by calendar year and given the September YE, they haven't been billed for and approved for as of September 30. Management did provide the calculation of how much it would be if they accrued for those receivables. Frase noted that there was the

paving of the road at the building. It was recorded as an expense and not recorded as a capitalized. Given the insignificance it wasn't capitalized and depreciated, so it was just recorded as an expense. Section III is just Legislative and Informational Items whether that be accounting standards and/or things to be aware of.

Action Taken: Motion by Bennett, support by Miller to accept the Audit, as presented.

Roll Call Vote:

Spillane	Yes
Slezak	Yes
Miller	Yes
Thorsby	Yes
Price	Yes
Fortino	Yes
Eashoo	Yes
Bennett	Yes
Ketzler	Yes
Arnes	Yes
Russo	Yes
Fenner	Yes
Schroeder	Yes
Karlichek	Yes
Jean-Buhrer	Yes
Glass	Yes
Lewis	Yes
Krueger	Yes
Moore	Yes
Cousineau	Yes

All Ayes, Motion Passed

B. Letter to Board of Commissioners

Jones

Jones stated that he sent a letter to the Board of Commissioners. On March 5, 2024, there was a meeting at the County Board to address the Surcharge Proposal Request. That was voted to be tabled indefinitely by the Commissioners, stating they didn't have enough information to act on this request. Jones stated they are now scheduled for a second meeting, called a Study Group, on March 25, 2024. In the meantime, Jones noted that he has been sending documents to Cousineau and Ellenburg bringing them up to date with at least the last six months of Director's Reports, as well as Year End Reports.

Cousineau stated that this Board of Commissioners likes to be thorough before making a decision. He stated that it is typical for them to have a Work Study and check into things for alternate funding, which they have been doing to an extent. This is all to be done before they

make a decision. It was tabled indefinitely because they didn't know when they'd come to a conclusion.

Ellenburg stated that with having the information from Jones, they now have the information to discuss it when they have their workshop. She stated that she feels that everyone wants better and faster service and the only way to do that is by increasing the Surcharge.

Bennett commended Jones on his presentation at the Board of Commissioner's Meeting on March 5, 2024. He stated the one thing that stood out to him was that the last increase was 2017. He noted that if we compare the daily increases we've seen since 2017, not only in personal lifestyles but in running an organization, it has had an impact. Bennett noted that we do have a timeline that we are on. It has to be approved by May 14, 2024 to be on the August ballot. He noted the main concern is that we don't miss that window of opportunity to be on the ballot.

Cousineau requested that Jones send the financials to him, as he wants to see the projections and audits.

Jones stated that it will be sent to the Board of Commissioners because it will be important for them to understand the first five-year forecast that we did last year without any discussion of a building. It will show how we're already heading for a deficit. Jones noted they looked at raising the surcharge in different amounts and projected for five and ten years. Then the new building projected costs were added in and showed we could stay within budget and still have a balance while paying off the new building.

Cousineau also added the Board of Commissioners has the ability to possibly come up with funds from other areas to pay for a new center. He noted those are things they will be looking at in the near future. Cousineau stated that himself, as well as other Commissioners, don't want to pass on increased taxes or surcharges more than they have to. If it is possible to find funding from other avenues, then that is what they'll do.

Jones noted that Plumb and himself have written two different proposed grants. Several partners have written and sent support letters for this. One grant request that was submitted is for half of the total expense of the \$14 million. This is a 50/50 grant match, so we are requesting a little over \$7 million to go towards the building. The second grant request, in the event the first one is denied, is for the radio infrastructure. That would cost around \$3 million, so we are requesting half of that. Jones stated that those are grants with unknowns. He noted that there is still a lot of discussion to be had but as of right now, next year is a \$1.2 million deficit. It would be close to \$2 million the following year if we don't do something.

Schroeder asked when they'd know about the grant funding.

Jones noted that Plumb has a phone call into Senator Peters' office to confirm when the announcement on the grants would be made.

Glass stated that it usually isn't until late summer or early fall that they are announced.

Attorney Chubb stated that that is likely correct, but it will certainly be after the deadline to determine the ballot language.

Thorsby stated that the five- and ten-year projection was completed by a CPA separate from Plante Moran. It is not something that was done in-house, but a CPA firm, Taylor Morgan, that created the five- and ten-year projection.

Cousineau stated they have consulted their lobbyist to lobby the State of Michigan for Capital Funds for the project, as well as some foundations.

C. RFP: Civil Engineer

Jones

Jones stated that on March 1, 2024 the RFP for a Civil Engineer was published. The reason for the Civil Engineer is that we have eight different sites that have been offered to us and we need to vet out each property before making any decisions or suggestion to the Board.

D. Emergency Sirens

Jones

Jones reported that after the EF2 on February 28, 2024, there were a lot of concerns about the sirens and how long they sounded for or if they sounded at all. He stated that since that time he has sent out emails to the General Membership reminding everyone those sirens are all owned by the municipalities and provided the contact if service was needed on a siren. At Genesee County 911, when the NWS issues a warning, we must sound the sirens until the warning expires. When a warning is issued, the sirens sound for two minutes, go silent for eight minutes and then will sound again every ten minutes until the expiration of the warning.

Jones noted that on the next Warning Siren Test date, April 6, 2024, between Emergency Management and us, we plan to have some Fire Chiefs and other volunteer spotters standing at the site of each one-way siren to verify if they are working or not.

9. OTHER BUSINESS

Nothing

10. ATTORNEY REPORT

Attorney Chubb

Nothing to add.

11. PUBLIC COMMENTS

A "thank you" from Schroeder for the flower arrangement that was sent to her for the passing of her husband.

12. ADJOURNMENT

Action Taken: Motion by Bennett, support by Fenner to adjourn the meeting.

All Ayes, Motion Passed

Meeting adjourned by Chairman Fred Thorsby at 2:49 pm.

**Next Meeting: Executive Board Meeting
April 9, 2024 @ 2:00 pm**

**Location: Charter Township of Mundy,
3478 Mundy Ave, Swartz Creek, MI 48473**