

# Central Ohio Interoperable Radio System

Serving the safety and service forces of Delaware County, Dublin, Hilliard, Upper Arlington and Worthington

## MINUTES OF A MEETING OF THE COIRS GOVERNING BOARD

Friday January 24, 2020 at 9:30am

A regular meeting of the Governing Board of the Central Ohio Interoperable Radio System, a Council of Governments, was held on Friday January 24, 2020 at 9:30am at the Worthington Police headquarters building.

### **Governing Board Members Present:**

Chief Bobby Fisher, City of Hilliard  
Mr. Seiji Kille, Delaware County  
Mr. Matt Greeson, City of Worthington  
Chief Justin Páez, City of Dublin  
Chief Steve Farmer, City of Upper Arlington\*

### **Also Present:**

Mr. Jerry O'Brien, City of Dublin  
Chief Robert Ware, City of Worthington  
Director Jay Somerville, City of Dublin  
Director Patrick Brandt, Delaware County  
OM Nancy Nicodemus, City of Dublin  
CS Lauren Yankanin, City of Dublin

\*Proxy

### **Introductions & Welcome**

Chief Fisher welcomed the members and guests and conducted introductions. A special welcome was extended to recently appointed Chief Robert Ware of Worthington PD.

### **Approval of Meeting Minutes**

The minutes of the October 18, 2019 meeting were distributed as part of the meeting packet. Chief Páez made a motion to approve the meeting minutes. Mr. Kille seconded the motion. The motion was approved by a 5-0 vote.

### **Election of Officers**

In accordance with Section 4.3 of the Bylaws of the COIRS Regional Council of Governments, Chief Fisher called for nominations for COG officers. After discussion, Chief Páez made a motion, seconded by Mr. Greeson, to nominate the following slate of officers:

Bobby Fisher, President  
Chief of Police – City of Hilliard

Justin Páez, Vice President  
Chief of Police – City of Dublin

Jay Somerville, Secretary  
Bureau Director – City of Dublin

Jerry O'Brien, Treasurer  
Chief Accountant – City of Dublin

The motion was approved by a 5-0 vote.



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## **Treasurer's Report**

Mr. O'Brien reviewed the financial statement for the fourth quarter of 2019. The fund balance as of December 31, 2019 was \$690,006.80.

In accordance with the COIRS fund balance policy, Mr. O'Brien presented his analysis of the fund balance for 2020. His analysis revealed that after projecting revenues and expenditures, the fund balance is currently within the constraints outlined in the board's fund balance policy.

Mr. Greeson made a motion to approve the Treasurer's report. Mr. Kille seconded. The motion was approved by a 5-0 vote.

Mr. O'Brien handed the annual invoices out at the end of the meeting.

## **Resolution 2020-01**

Resolution 2020-01, a resolution authorizing the Governing Board President to enter into a one-year agreement with Julian & Grube, Inc. to provide services related to preparing and maintaining the annual financial statement for COIRS. Mr. Greeson made a motion to approve Resolution 2020-01. Mr. Kille seconded. The resolution was approved by a 5-0 vote.

## **Technical Committee Report**

Director Somerville reported that the agreements necessary to perform the shelter replacement work at the Hard Road tower site had been executed and that work should begin in February. The work will take the site out of service for approximately two days.

Director Brandt and Director Somerville discussed the system activity reports with the board members and reported that the system is healthy.

## **Secretary's Report**

Director Somerville reported all board obligations were current. He also reported that he will be attending required public records training on behalf of the Governing Board on May 1<sup>st</sup> as required by statute.

## **Good of the Order**

With no other business coming before the board, the meeting was adjourned at 10:18am.

Respectfully submitted,



Jay Somerville, Secretary





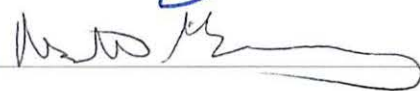

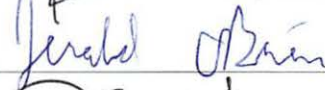

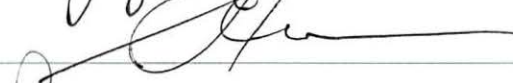


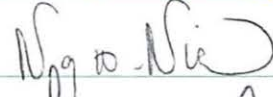
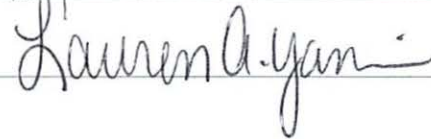
# CENTRAL OHIO INTEROPERABLE RADIO SYSTEM (COIRS)

Meeting: COIRS Governing Board

Meeting Date: Friday January 24, 2020 @ 9:30am

Meeting Chair: Robert Fisher

Place/Room: Worthington Police

Name	Agency/Company	Signature
Robert Fisher Board President	City of Hilliard	
Seiji Kille Board Vice President	Delaware County	
Matt Greeson Board Member	City of Worthington	
Dan Ralley Board Member	City of Upper Arlington	
Justin Paez Board Member	City of Dublin	
Jerry O'Brien Board Treasurer	City of Dublin	
Jay Somerville Board Secretary	City of Dublin	
Steve Farmer Proxy U.A.	U.A.	
ROBERT WARE	CITY OF WORTHINGTON	
PATRICK BRANDT	Delaware County	
Nancy Nicodemus	City of Dublin	
Lauren Yankanian	City of Dublin	

**Central Ohio Interoperable Radio System (C.O.I.R.S.)**  
**Statement of Revenue, Expenditures and Fund Balance**  
**Quarter ending 12/31/19**

Account Number	See Note Below	Description	Original Budget	Carryforward From 2018	Amendments	Revised Budget	Actual Through 31-Dec-19	See attached PO by GL Account Report	Unencumbered Budget Balance
								Outstanding Encumbrances	
80710210-		Member Fees							
		Delaware County	\$5,000.00			\$5,000.00	\$5,000.00		
		City of Worthington	78,125.00			78,125.00	78,125.00		
		City of Dublin	78,125.00			78,125.00	78,125.00		
		City of Hilliard	78,125.00			78,125.00	78,125.00		
		City of Upper Arlington	78,125.00			78,125.00	78,125.00		
		Other - Interest	8,600.00			8,600.00	18,611.81		
		<b>Total revenues</b>	326,100.00	0.00	0.00	326,100.00	336,111.81		
80710210-713001		Accounting/Auditing Services	4,500.00	350.00		4,850.00	3,237.00	0.00	1,613.00
		Total accounting/auditing Services	4,500.00	350.00	0.00	4,850.00	3,237.00	0.00	1,613.00
80710210-713002		Legal services	6,500.00			6,500.00		0.00	6,500.00
		Total legal services	6,500.00	0.00	0.00	6,500.00	0.00	0.00	6,500.00
80710210-713004	1-2	Other professional services	31,500.00	21,508.00		53,008.00	48,192.61	470.78	4,344.61
			31,500.00	21,508.00	0.00	53,008.00	48,192.61	470.78	4,344.61
80710210-714001		Insurance & bonding	14,000.00	3,985.00		17,985.00	11,053.00	0.00	6,932.00
		Total insurance and bonding	14,000.00	3,985.00	0.00	17,985.00	11,053.00	0.00	6,932.00
80710210-717005		Utilities	12,000.00	1,850.00		13,850.00	6,595.26	2,579.88	4,674.86
		Total utilities	12,000.00	1,850.00	0.00	13,850.00	6,595.26	2,579.88	4,674.86
80710210-724003	3	Equipment maintenance	249,000.00	7,295.00	22,000.00	278,295.00	257,025.97	5,693.70	15,575.33
		Total equipment maintenance	249,000.00	7,295.00	22,000.00	278,295.00	257,025.97	5,693.70	15,575.33
80710210-731000		Capital Outlay	0.00			250,000.00		250,000.00	0.00

Total contingencies	0.00	0.00	0.00	250,000.00	0.00	250,000.00	0.00
<b>Total expenditures</b>	<b>\$317,500.00</b>	<b>\$34,988.00</b>	<b>\$22,000.00</b>	<b>\$624,488.00</b>	<b>\$326,103.84</b>	<b>\$258,744.36</b>	<b>\$39,639.80</b>
Fund balance increase (decrease)					\$10,007.97		
Fund balance 1/1/2019					<u>679,998.83</u>		
<b>Fund balance 12/31/2019</b>					<b><u><u>\$690,006.80</u></u></b>		

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## Governing Board Resolution

Resolution:	2020-01
Date:	January 24, 2020
Title:	Contracting for the Preparation of the Annual COG Financial Statement

### Background

The COIRS Board has previously contracted with Julian & Grube, Inc. to compile the annual financial statement and notes in preparation for the annual financial audit. This resolution is prepared to renew that agreement allowing Julian & Grube, Inc. to provide services for the 2019 budget year.

### Resolution

Authorizing the Governing Board President to enter into a one-year agreement with Julian & Grube, Inc. to provide services related to preparing and maintaining the annual financial statement for COIRS.

Motion: Fisher

Second: Kille

Voting:	YES	NO
Fisher	X	
Kille	X	
Greeson	X	
Farmer*	X	
Páez	X	

\*Proxy



Jay Somerville, Board Secretary

01/24/2020

Date

**APPROVED**

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## 2020 Meeting Schedule Governing Board

All meetings held at Worthington Police Headquarters - 6555 Worthington-Galena Road

Friday January 24, 2020 @ 09:30am

Friday April 17, 2020 @ 09:30am

Friday July 17, 2020 @ 09:30am

Friday October 16, 2020 @ 09:30am