

# Central Ohio Interoperable Radio System

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

## MINUTES OF A MEETING OF THE COIRS GOVERNING BOARD

**Tuesday, February 21, 2023, at 1:00 pm**

A meeting of the Governing Board of the Central Ohio Interoperable Radio System, a Council of Governments, was held on Tuesday, February 21, 2023 at 1:00 pm at the Dublin Justice Center.

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

Ms. Robyn Stewart, City of Worthington  
Mr. Patrick Brandt, Delaware County\*  
Chief Steve Farmer, City of Upper Arlington\*  
Chief Michael Woods, City of Hilliard  
Chief Justin Páez, City of Dublin

### **Also Present:**

Jay Somerville, City of Dublin  
Lauren Yankanin, City of Dublin  
Jerry O'Brien, City of Dublin

**\*Proxy**

### **Introductions & Welcome**

Chief Páez welcomed the members and guests to the meeting and introduced everyone.

### **Approval of September 26, 2022 Minutes**

Chief Farmer motioned to approve the minutes from September 26, 2022; Second: Chief Woods motion passed

### **Election of Officer for 2023:**

Chief Farmer motioned for Chief Paez for President; second by Chief Woods; Motion Passed  
Chief Paez motioned for Mr. O'Brien for Treasure; second by Mr. Brandt; Motion Passed  
Mr. Brandt motioned for Mr. Kille for First Vice President; second Chief Paez; Motion Passed  
Chief Paez motioned for Mr. Brandt for Secretary, second by Chief Woods

### **Treasurer's Report:**

Mr. O'Brien provided the board with a copy of the fourth-quarter financial report. Mr. O'Brien reported that COIRS spent \$1,365,764.84 and received \$1,269,757. The majority of our expenses were due to the generator, HVAC, and Tower climbs. Chief Woods inquired about the expenditure details for the tower. Due to a tower top amplifier issue, we had to hire a crew to climb the tower on three occasions to resolve the issue. We now have spares available, which should elevate this issue in the future.

Mr. Brandt motioned to approve the treasurer's report; second Chief Paez; Motion Passed



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## **Resolution 2023--01: Financial report with Julian and Grube**

Yearly COIRS is required by the State of Ohio to submit an unaudited final financial report by the end of February. COIRS hereby enters into an agreement in the amount of \$1,200 with J&G to complete a financial report and submit to the State of Ohio on our behalf.

Mr. Brandt motioned to approve; Second: Chief Paez; Motion passed.

## **Resolution 2023-02: Financial Audit with Plattenburg and Associates, Inc. CPA**

For the last two years COIRS completed an agreed upon procedure. Therefore, COIRS is required to have a full audit completed this year. COIRS hereby enters into an agreement in the amount of \$2,360 with Plattenburg and Associates, Inc, CPAs to complete a full audit for COIRS.

Mr. Brandt motioned to approve; Second: Chief Woods; Motion passed.

## **New Business:**

## **Resolution 2023-03 Maintenance Agreement with Air Force One for HVAC Preventative Maintenance**

The COIRS Board has previously contracted with Air Force One to provide preventative maintenance on the HVAC systems at four tower sites. This resolution is prepared to renew the agreement allowing Air Force One to provide services for 2023. Authorizing the Governing Board President to enter into a one-year agreement with Air Force One to provide HVAC preventative maintenance services at the Darby, Hard Rd., Huntley, and Upper Arlington tower sites for \$2,962.00 billed semi-annually.

Mr. Brandt motioned to approve; Second: Chief Paez; Motion passed.

## **Resolution 2023-04 Maintenance Agreement with Generator Systems**

COIRS operates Generac generators at the Reed Road and Hilliard Darby tower sites. It is recommended that annual maintenance agreements are purchased to ensure optimal performance. The proposed agreements are three years in duration. Authorizing the Governing Board President to enter into an agreement with Generator Systems for the purpose of providing ongoing maintenance of the generators located at the Reed Road and Hilliard Darby tower sites and authorizing the expenditure of \$6,380.10 out of the maintenance of equipment budget.

Chief Farmer motioned to approve; Second: Chief Paez; Motion passed.



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## Good of the Order

Group discussion on MARCS: potential update to our existing contract, MARCS director retired posting for a replacement, link layers goes into effect June 30, 2025.

Group discussion on Kenwood radios for public utilities/public works units. Delaware is utilizing Kenwoods for public safety units.

With no other business coming before the board, Chief Farmer motioned to adjourn the meeting; second Chief Woods; the meeting was adjourned at 1:38 pm.

Patrick Brandt, Board Secretary

