

**UMATILLA MORROW RADIO & DATA DISTRICT**

**Boardman City Hall**

July 2, 2013 – 1:30PM

Present:	Director Marc Rogelstad Director Kathy Lieuallen Director Ken Matlack	Director Keith Kennedy Director Mike Roxbury
Absent:	None	
Guests:	Chief Stokoe, Boardman Police Ron Spencer, Motorola Robert Echenrode, Umatilla Electric	Marlon Johnson, Day Wireless Joshua Lankford, Umatilla Electric
Staff:	Shawn Halsey, Rosanna Brown	

**I. Call to Order Recognition of Guest(s):** Director Roxbury called the meeting to order at 1:35pm.

**II. Roll Call:** Directors Rogelstad, Lieuallen, Matlack, and Roxbury were present when the meeting was called to order. Director Kennedy arrived at 1:36pm.

**III. Minutes of the Meeting from June 4, 2013**

*A motion to approve the minutes from the June 4 meeting was made by Director Lieuallen and seconded by Director Rogelstad.*

*Director Rogelstad: Aye*

*Director Lieuallen: Aye*

*Director Matlack: Aye*

*Director Roxbury: Aye*

**IV. Changes/Additions to the Agenda:** None

**V. Business from Guests:** None

**VI. Old Business**

**A. Riverside High School BDA Project**

Day Wireless provided a quote for a full bidirectional amplifier, as requested at the last meeting at a cost of \$52,000. The increase in cost was based on the need for two separate amplifiers since the system frequencies are so close. Each BDA is about 15,000. The service costs didn't increase much.

After discussing the transformer site testing with Roger Norris, Marlon Johnson had concerns about the noise floor and the effect on the signal. If the station was put into place, the noise could be loud enough to black the signal from the subscribers back into the system. He could not promise that the proposed solution would work after the station is complete; it may be too much to overcome.

Shawn was planning to recommend accepting the proposal but after testing, decided not to.

Director Rogelstad noted that there will be three substations, potentially four within a mile or less of the tower.

In response to Director Matlack's request for more research, Marlon suggested taking a baseline reading now and checking the affect after. They can then resubmit the readings to the manufacturer and find out if the BDA will work or, if not, what can be done. Day Wireless does not want to install a product that will work for four months, and then need to be redesigned.

Director Matlack also wondered if the school district could be responsible for some of the cost. Director Rogelstad did not believe the school can contribute, as they currently have a fire alarm system that needs repairs that they cannot afford.

Director Roxbury noted that Boardman School is not the only place that has the issue. Umatilla High School has similar spots.

In response to Director Matlack's question about using radio to radio communication, Shawn suggested using the UCall channel and a response vehicle that can put UCall on a talkgroup to communicate with Dispatch. The equipment that he carries in the district Tahoe uses a basic UHF radio and a trunked UHF radio to connect the groups. This set up could be brought to the school when needed or something similar could be set up in the school permanently. The cost would be about \$7,000 plus installation.

Shawn noted that it would be easy to test and he will work on it before the next meeting. Some radio reprogramming would need to be done, but that is only a time issue, not a technical one.

*A motion to assign Shawn the high priority task of investigation and determination of the issue and provide a report at the next meeting was made by Director Matlack and seconded by Director Kennedy.*

## **B. CAD RFP Award**

Evaluations sheets were submitted for each company. Cyrun scored 57.5 points, EIS scored 82 points, and Sun Ridge scored 97 points. Shawn recommend Sun Ridge be awarded the contract.

*A motion to recommend awarding Sun Ridge was made by Director Kennedy and seconded by Director Matlack.*

*Director Rogelstad: Aye*

*Director Lieuallen: Aye*

*Director Matlack: Aye*

*Director Roxbury: Aye*

*Director Kennedy: Aye*

Shawn noted that Umatilla County Council Doug Olsen approved the evaluations.

## **C. Boardman Substation**

Shawn conducted some independent testing with the system analyzer and compared it to some that Roger, from Day Wireless did. They used two different types of antennas. They found that there was a significant noise issue related to the site where they tested. Shawn plans to do more measuring.

*Robert Echenrode, UEC*

Robert is the manager of engineering and came to the meeting to discuss the substation for the Port of Morrow. He mentioned that there are many stations being constructed, some by UEC and some by BPA. He was informed of the concerns raised and of the testing being done. He was not familiar with the area where the testing occurred, but noted that it is not unusual to have noise. Shawn gave the location as the North side of Despain Gulch. The proposed site is on city property and the city administrators asked UEC to work with the radio district to mitigate problems and hear concerns. Robert intends to work with Shawn to provide fair and unbiased information regarding the impacts of their system and possible interference. He felt that there was room to work, but would entertain the possibility of pursuing other locations.

In answer to Director Rogelstad's question, Robert reported that they do not plan to add any facilities, but will use an existing 150,000 volt line west of the tower site. The area is immediately East of the tower site. North are railroad tracks and west is Columbia Avenue. The map that was distributed to the board showed that the microwave antennas are not near the path.

Director Rogelstad asked Shawn and Robert to work together to check the existing noise levels and come up with ideas for mitigation. Robert asked Shawn for a level range and was told nothing more than -110 (general noise floor). They planned to meet the following week.

## **D. MCC 7500 Console Project**

### **1. Logging Recorder Agreement**

Shawn reported that, since the Hermiston Dispatch consolidation had not been decided, he did not plan to sign a contract until August. He intends to put \$250,000 down as part of a lease agreement. He felt that it would be cleaner to do the agreement all at once to avoid amendments. Shawn discussed the terms with Motorola and plans to negotiate them further.

The Hermiston decision may be made July 22 and then Shawn will know how much equipment needs to be purchased. In addition to the console decision, a logging decision must be made, with an agreement between the district and dispatch centers to repay their portion of the logging recorder cost. If the logging recorder decision has not been made by the August meeting, Shawn plans to go ahead and sign the contract for the consoles. The Commercial Electronics

price is \$143,000 for two dispatch centers and \$170,000 for three.

Motorola extended the \$75,000 incentive through August.

Since the logging recorder is the last pieces to go in, the decision and agreements do not have to be made in August.

## **VII. New Business**

### **A. System Administrator's Report**

#### **1. Unit Tracking Sheet**

Shawn distributed the following units: 3 UCSO mobiles, 1 HPD portable, 1 HPD mobile, 1 UCSO Reserve portable.

The MTS2000 and MCS2000 inventory continues to shrink. Shawn noted that there are many units out now, but that will change when it is time to replace them.

Director Matlack asked Shawn to speak with Steve Myren about a damaged radio.

Director Rogelstad told Shawn to be aware that the State Fire Marshal may request system access.

**2. District Income Review:** The review sheet included in the packet was the last for the 2012-2013 fiscal year. The total income amount was \$982,857.89

**3. District Expenditures Review:** Shawn reported that the district spent almost \$30,000 in June. The expenditures in July will be much higher, as site lease payments will be due.

**4. District Bank Statement/Checks Review:** Board reviewed bank statements and checks.

### **B. System Optimization Proposal**

The proposal from Motorola for the system optimization was \$18,000. Shawn recommended approving this proposal. He noted that the cost is similar to what Day Wireless charged in the past and it is much less than what Motorola charged during the CSEPP years.

*A motion to accept the System Optimization Proposal from Motorola, for \$18,000, was made by Director Rogelstad and seconded by Director Lieuallen.*

*Director Rogelstad: Aye*

*Director Lieuallen: Aye*

*Director Matlack: Aye*

*Director Roxbury: Aye*

*Director Kennedy: Aye*

### **C. Columbia River Enterprise Zone II Intergovernmental Agreement**

Shawn presented a letter looking for interest in a meeting regarding the Columbia River Enterprise Zone and an agreement that defers tax payments in lieu of straight payment. He plans to attend.

Director Rogelstad noted that there will be a meeting coming up concerning an agreement with Portland General Electric. It has to do with a strategic investment plan set up by the state for 15 year. The agreement states that PGE will pay the county \$1.9m each year and \$500,000 of that will go to the affected special districts. There are 7 special districts involved.

Additionally, Director Rogelstad reported that the plant building will start soon and be completed by 2016. The work is being done by a Spanish company and will take about 500 builders.

### **D. Election Certification**

Shawn asked the board to accept the Umatilla County election results so that he could send in the certification paperwork. Shawn has not received the results from Morrow County yet.

*A motion to accept the Umatilla County Election Results was made by Director Rogelstad and seconded by Director Kennedy.*

*Director Rogelstad: Aye*

*Director Lieuallen: Aye*

*Director Matlack: Aye*

*Director Roxbury: Aye*

*Director Kennedy: Aye*

### **E. Board Reorganization**

A discussion regarding board positions was required, due to 4 re-elected directors.

Director Kennedy nominated Director Rogelstad as chairperson and Director Lieuallen seconded the motion.

Director Rogelstad nominated Director Roxbury as vice chairperson and was seconded by Director Kennedy but Director Roxbury declined.

Director Lieuallen nominated Director Matlack as vice chairperson. Director Rogelstad nominated Director Lieuallen as vice chairperson and was seconded by Director Kennedy. This motion held and was passed.

Director Lieuallen nominated Director Kennedy as treasurer and was seconded by Director Matlack. This motion held and was passed.

The new board positions are Director Rogelstad as chairperson, Director Lieuallen as vice chairperson, and Director Kennedy as treasurer.

### **VIII. Open Discussion**

Shawn asked that the next meeting be moved from August 6 to August 13, as he will be on vacation. Director Lieuallen also noted a conflict with August 6 and possibly August 13. Shawn will schedule Station #3 for August 13.

#### *Ron Spencer, Motorola*

Ron noted that he was pleased that Motorola was able to extend the contract date and incentive from July to August. He also noted that he will need to know as soon as possible the logging recorder decision, as it will affect the console equipment design.

He also asked the board to remember the NICE certified logging solution that was presented with the console proposal in March and pointed out that it was part of an intergrated, guaranteed solution. Motorola will respect the choice that the dispatch centers make. Any questions from the board or dispatch centers should go to Ron, through Shawn.

Director Roxbury clarified that the new board positions take effect at the next meeting. Director Rogelstad thanked Director Roxbury for his many years of work on the board as the chairperson.

### **IX. Adjourn**

*A motion to adjourn the meeting at 2:42pm was made by Director Matlack and seconded by Director Rogelstad.*

*Director Rogelstad: Aye*

*Director Lieuallen: Aye*

*Director Matlack: Aye*

*Director Roxbury: Aye*

*Director Kennedy: Aye*

**Next meeting is scheduled for August 13, 1:30 p.m. at Hermiston Station #3.**