

UMATILLA MORROW RADIO & DATA DISTRICT
BOARD of DIRECTORS MEETING

Present: Director Pratt Director Pierotti Director Primmer (telephonically)
Director Irons Director Kennedy

Absent: None

Guests: Todd Dormaier, Umatilla Fire Department
Rod Ekholm, Racom

Staff: Brett Mueller, Rosanna Brown

- I. Call to Order and Recognition of Guests: The meeting was called to order at 1:30pm.
- II. Changes/Additions to the Agenda: Add VI. New Business A. Resolution Adopting Changes to the Budget
- III. Business from Guests: None
- IV. Consent Agenda
 - A. Minutes from the meeting on January 3, 2023.
 - B. System Administrator's Report
 1. District Income Review
 2. District Expenditures Review
 3. District Bank Statement/Checks Review
 4. LGIP

A motion to accept the consent agenda was made by Director Irons and seconded by Director Kennedy.

Director Pratt: Aye

Director Primmer: Aye

Director Kennedy: Aye

Director Pierotti: Aye

Director Irons: Aye

- V. Old Business
 - A. LMR System Project Update

Brett reported that he visited the Black Mountain site with ODOT, via snow cat, to address the site controller that had turned itself off. He said there was only an inch or two of snow, but some deeper drifts. They were able to access the site and turn the controller back on. He noted that this had happened a handful of times and he hadn't been able to determine the cause, since there was nothing indicated on the logger and no loss of power. Each site had 2 controllers, so the redundancy prevented any loss of service. Brett had a few ideas for remote controlling the sites that were sometimes hard to get to.

Brett was working on controller upgrades, in preparation of an operating system upgrade and implementation of the State ISSI connection. He had been attempting to obtain documentation from the Tait engineers regarding the Tait firmware update. When Brett and Rod reviewed it, they discovered that Tait has assumed there was remote access to the consoles, and that the upgrade could be done all at once. This was not the case and the upgrade would require a visit to each site. Brett and Rod worked through the process of upgrading the system and putting in the Tait firmware, at the Coombs Canyon site, as a trial run of the process. They found that the site very briefly went into Fail Soft, but that the interruption of service was only seconds long.

Based on that, Rod planned to update the remaining controllers, starting with Jordan and Weston, during the week of February 20. Updates would be scheduled for fairly early in the mornings, when there was the least amount of traffic.

Racom planned to bring in their side-by-side and a couple of techs to help with the Black Mountain site. The high impact zones, Pendleton and Hermiston, would be done around 4:00am and would only be attempted when there was no traffic. Brett expected very little impact to the users.

Brett was informed of an issue, via sporadic reports from a few user agencies. FD1 reported that, when their radios were in close proximity to each other, some were missing traffic. This was happening with the Harris XL185s. They did a test among themselves and confirmed the complaint. Directors Pratt and Pierotti reported that they had also experienced this issue. Rod acknowledged that this issue had come up before and he had been unable to replicate it. In an attempt to address the problem, Rod planned to run through a series of test calls, with several radios close together, and see what traffic each radio was picking up. Then, he would connect the radios to a laptop with logging software and be able to visually see what the radio was seeing. Users were concerned about what traffic they were missing and Brett acknowledged that it was a very valid complaint.

Brett planned to be in Oregon City on February 20 and 21, for an Oregon Department Of Revenue local budget law session. He noted that Shawn was going to be on call for his time out of the District, and Rod would be in the area as well.

B. Ukiah Site Construction

Directors Pratt, Pierotti, and Brett and Rosanna reviewed the bids for the Ukiah site construction RFP. Bids were submitted by Day Wireless and Astro Systems. The bids were graded based on the published grading system. An intent to award to Day Wireless, for the amount of \$29,5649.35, was sent to both bidders and a contract was being drawn up with Day Wireless. Brett planned to review and update the contract, then send it to legal counsel for final approval. Brett requested authorization to have Director Pratt sign the contract when it was ready, but the Board agreed that the contract should be brought to a meeting, with a motion to accept it on the record. Brett hoped to have the contract from Day Wireless in the next week, but was unsure how long the lawyer would take to review it.

C. Communications Technician

Brett had been spending time on the Comm Tech document and working with SDAO HR on a job description and posting. He noted that comments were coming back from them in sections, as the representative was also occupied with the SDAO conference, being held that weekend. Brett asked for volunteers from the Board to be on the interview panel.

D. Umatilla Ridge DC power system purchase

Brett received quotes from Racom and Day Wireless and, after review, he found that the quotes did not include all of the same services, so he was unable to compare them exactly. He created a document that broke down the services and equipment needed and provided it to the Board. He noted that Day Wireless' quote called for a smaller capacity battery system than Racom's quote and that Racom's was closer to what the District had at the other sites. Brett also noted that Racom's quote included all of the electrical work, coordination of the electrician, and the connection of all of the equipment to the power system. Since Day Wireless' quote did not include those, Brett obtained a quote from an electrician for those services. That quote was about \$3,000 and would also cost Brett time for the coordination necessary to have things done at the right time. Brett recommended using Racom.

A motion to accept the quote from Racom, for the Umatilla Ridge DC power system project, in the amount of \$34,785.91, was made by Director Pierotti and seconded by Director Kennedy.

Director Pratt: Aye

Director Primmer: Aye

Director Kennedy: Aye

Director Pierotti: Aye

Director Irons: Aye

E. Safety review

The District employees watched an SDAO webinar regarding OR OSHA accident rules and requirements for annual reporting. The District was not required to submit the Form 300 since there are fewer than 10 employees (including Directors).

VI. New Business

A. Resolution Adopting Changes to the Budget

Brett presented a resolution to make changes to the current budget. The resolution moved funds from the Contingency line to the annual audit line and the property and casualty insurance line. The annual audit was \$100 more than budgeted. The audit firm had indicated that going forward, their increase in costs would be tied to CPI. Brett noted that he would have to factor that in for the next budget. The cost of the SDIS insurance policy was higher than budgeted.

A motion to adopt Resolution 23-02-07-01, a Resolution Adopting Changes to 2022-2023 budget, was made by Director Kennedy and seconded by Director Pierotti.

Director Pratt: Aye

Director Primmer: Aye

Director Kennedy: Aye

Director Pierotti: Aye

Director Irons: Aye

VII. Open Discussion

The District received documents regarding the May 2023 election. There were 4 board positions on the ballot. Brett asked the directors to contact the Umatilla County Elections Department with any questions.

VIII. Adjourn: The meeting was adjourned at 1:59pm.

Next Meeting

Tuesday, March 7, 2023 @ 1:30pm
Boardman City Hall