

RAC MEETING MINUTES
Tues. 4/22/08 1300
Lyon County Law Enforcement Center

Voting members present:

Kent Wilkening – Nobles County - primary
Evan Verbrugge – Rock County – primary
Jim Jorgenson – Cottonwood County – alternate
Jason Purrington – Cottonwood County – primary
Roger Hawkinson - Jackson County – primary
Jack Vizecky – Lincoln County – primary
Rick Morris – Redwood County – primary
Jim Sandgren – Redwood County – alternate
Marv Garbe – Chippewa County – alternate
Graylen Carlson – Lac que Parle County – primary
Chris Dybevick – City of Worthington – alternate
Mark Mather – Lyon County – alternate
Wayne DeBlieck – Yellow Medicine County – alternate
Todd Ellis – City of Marshall – alternate
Stacy Tufto – Chippewa County – primary
Dan Anderson – Nobles County – alternate
Randy Donahue – Murray County – primary

Guests:

Amy Card – MN HSEM RPC
Craig Hoefs – Alpha Wireless
Kurt Woodruff – Alpha Wireless
Jeff Lammers – North Memorial Medical Transportation
David Hook – West Central Firefighters Assn.
Tammy VanOverbeke – Lyon County EM
Tom Hannon – Consultant
Bruce DeBlieck – MN/DOT
Mark Gieseke - MN/DOT
Mike Hogan – MN/DOT

Introductions were made. There is a quorum present at the meeting. Joel passed around the participants list for clarifications/corrections. The draft MOU (memorandum of understanding) was also passed around for review.

MN/DOT Report:

Mark from MN/DOT explained that they are responsible for building the ARMER system. Mike is the planning director and Bruce is the maintenance supervisor. They are working on land selection for 4 towers. Every county but Lyon, Nobles, Chippewa & Murray have the selected land owned by the county. Letters have been sent to landowners in “search areas” in Cottonwood County. There is an advantage of leverage

if the county buys the land. This leverage means that if the legislature does not appropriate funds, it keeps the playing field even. The counties will need to make the decision on this.

Maps of each county were passed out. Murray and Nobles Counties are done. Lyon County has a tower being built. There is a long list of criteria for any land being considered eligible for tower construction.

As far as local zoning, MN Statue 394.24, sub. 3 makes MN/DOT exempt from local P&Z processes (CUPs – conditional use permit). MNDOT does work with local planning and zoning officials. One issue has come up with wind turbines blocking microwave paths. All existing microwave paths are protected. The project should end up averaging 1 tower every 20 miles or 2 per county.

Chair Report/General Discussion:

Joel reported on the Interoperability Workgroup. They are trying to narrow down frequencies (Statewide Fire, MNSEF, Point – Point)

Randy stated there has been approval of the microwave plan.

There are no member user agency issues at this time.

The MOU needs to be approved today. The PSIC grant requires this. Key points on this: approval means we (RAC) have binding agreements that are needed for the 4 investment justifications. MOU's also allow the state to manage the grant monies on behalf of all of the regions.

Dan reported from his workgroup that the PSIC grant is distributed as 80% to locals. The MOU allows the state to hold back part of this 80% to fund VHF interoperability with the ARMER system.

Motion made by Kent and second by Stacy to approve the MOU. Motion carried.

Joel said the RFP workgroup needs a representative from SWRAC to carry out the evaluation and review process for RFP's. Rob Yant from City of Marshall was appointed by Chair.

Joel reported that Tom Johnson wants a rep for CASM , which is a web based program where data is gathered and shared to assist in the TIC plan. We need this person in place by May 16. Dan Anderson volunteered to take this position. His GIS background and duties will be helpful for this position.

Joel advised that it is time to begin to invite our council members and commissioners to RAC meetings. They will be our entity representatives for the Radio Board. Joel will e-mail out to all the draft JPA. MCIT made some recommendations and they have been added.

Yellow Medicine has some questions on being the fiscal agent. Their auditor would like 3% of the grant dollars to do this. Tom says Yellow Medicine will be reimbursed any cost incurred by being the fiscal agent and that may actually exceed 3%. We need to work these costs into the budget. It shouldn't be a big deal. The costs for any audits should be built into the budget and all checks should be written out to the RAC account. The spending policies contain language that the county can back out with a 90 day notice. We can also insert language into the JPA that the Board will select the fiscal language. Tom offered to call and speak to the Yellow Medicine County Auditor to address any questions.

Tom also stated that on the SEMNRAC declaration page of the JPA, the administrative contacts are listed by title, not name. An addendum can contain the names. Tom will get an addendum out to Joel today.

We are planning for a target date of 60 days out for our first meeting of the Radio Board. Ken made a motion and Graylen second to approve the draft with Tom's mentioned changes. Motion carried.

Tom offered any help with presentations to government officials. Please schedule him through Joel. The power point will be sent by Tom to Joel by the end of the week. The target date for all signed/completed/approved JPA's is July 1, 2008. Only 1 copy for each signature is required. Please invite folks from governing bodies to the next meeting. We will show the power point and Frank Kamauskas will present "Radio 101 & Trunking 101" Meeting adjourned.

NEXT MEETING (NOTE CHANGE)
WILL BE THURSDAY, MAY 22
AT 1:00 PM AT THE
LYON COUNTY LAW ENFORCEMENT CENTER