

Chairman Wally Beversdorf called to order the meeting of the Vilas County Communications Committee at 1:00 p.m., on Tuesday, December 9, 2014, in Conference Room #2, at the Vilas County Courthouse, in Eagle River, Wisconsin.

**Present.** The following persons were present: Wally Beversdorf, Kenneth Anderson, Ronald DeBruyne, Kim Simac, Rocco Caffarella, Chief Deputy Collins, Emergency Management Director Galloway, Lieutenant Soltow, Jeff Nelson, Dave Leack, Adam Holroyd, and recorder Carol Krebs. Not present and excused was Jerry Burkett.

**Approve the agenda.** Ken Anderson made a motion to approve the agenda to be discussed in any order by the Chair. Motion was seconded by Ronald DeBruyne. All voting aye. Carried.

**Approve the minutes.** Ken Anderson made a motion to approve the minutes from July 31, 2014, August 28, 2014, September 10, 2014, and the October 8, 2014 committee meetings. Motion was seconded by Kim Simac. All voting aye. Carried.

**Review of specifications for Request for Bids for Tower Monitoring System.** Jeff Nelson with PSC Alliance Inc., reviewed the specifications for the Request for Proposal that will be put out for bids for the tower monitoring system. He reviewed the Request for Proposal process with the committee. It is as follows:

1. Release the Request for Proposal;
2. Schedule pre-proposal vendor meeting(s);
3. Release an Addendum to the R.F.P. to clarify any question and answers that were submitted during the vendor meeting(s);
4. Open Proposals by the Committee; (January 23, 2015)
5. PSC Alliance would prepare a short list analysis, and forward to staff for review;
6. Vendor Software Demos (face to face or web demonstrations);
7. Select Vendor and Award Contract by the Committee; (February 19, 2015)

The committee scheduled a meeting for January 23, 2015, at 10:00 A.M., to open the proposals. The committee also scheduled a meeting for February 19, 2015, at 10:00 A.M., to select a vendor and award the bid. A motion was made by Ken Anderson and seconded by Kim Simac to approve the specifications as outlined by PSC Alliance and move forward with the Request for Proposals for the tower monitoring system.

**Purchase of replacement DC power system at Eagle River Water Tower.** Jeff Nelson with PSC Alliance Inc., reviewed the cost proposal to replace the DC power system at the Eagle River Water Tower. A motion was made by Ken Anderson and seconded by Ronald DeBruyne to purchase the replacement batteries from Action Battery Works for a cost of \$14,191.00. The cost includes an estimate for shipping, actual shipping costs incurred with be invoiced. All voting aye. Carried.

**Purchase of batteries for microwave at three tower sites.** This agenda item is included in the above agenda item. No further discussion.

**Replacement of Courthouse to Eagle River Water Tower microwave link.** Motion by Ken Anderson and seconded by Kim Simac to postpone this discussion until the January 23, 2015 Committee meeting.

**AT & T Memorandum of Lease.** Ken Anderson made a motion to approve the AT & T Memorandum of Lease agreement as presented. Motion was seconded by Ronald DeBruyne. All voting aye. Carried.

**SonicNet Upgrade Proposal – Lac du Flambeau Tower.** Adam Holroyd, with SonicNet was present to seek permission to add one additional antenna to the Lac du Flambeau Tower. Ronald DeBruyne made a motion to approve the addition of one antenna, by SonicNet to the Lac du Flambeau Tower. Motion was seconded by Kim Simac. All voting aye. Carried.

**PSC Alliance Estimate for Land O' Lakes area Tower Work and Services.** PSC Alliance Inc., provided an itemized list of the costs associated with tower work and services they are going to provide for the Land O' Lakes tower. The total cost of the estimate is \$34,375.00, and it is included in the FY2015 budget.

**American Tower Proposal for Cloverland Tower Land Lease.** The committee reviewed a proposal from American Tower Corporation to extend their tower lease on the Cloverland tower. After much discussion, a motion was made by Ken Anderson and seconded by Ronald DeBruyne to reject the proposal made by American Tower Corporation to extend their lease on the Cloverland tower. All voting aye. Carried.

**Fire/EMS Simulcast field coverage test results.** Jeff Nelson with PSC Alliance Inc., shared the recent field coverage test results for the Fire/EMS Simulcast project. The target was 95% coverage upon completion of the project and it was achieved.

**Termination of Lease by Airadigm – Weber Tower.** Lieutenant Dale Soltow advised the committee that Airadigm has notified the County that it will be terminating its lease agreement effective December 31, 2014. Airadigm currently leased space on the Weber Tower for an annual fee of \$28,000.00. The loss of this lease agreement will result in lower revenues FY2015. Lieutenant Soltow did state they were currently looking for a new tenant to rent the space Airadigm previously occupied. If a new tenant is obtained, the projected revenue FY2015 may be on target.

**Tower Issues:** No discussion.

**2014 Communications Budget.** The committee reviewed the 2014 budget.

**2015 Communications Budget.** Lieutenant Soltow advised the committee if a tenant is not found to replace the lost Airadigm lease agreement, a budget amendment will be needed to correct the loss of revenue FY2015.

**Letters and Communications.** No discussion.

**Future meeting date:** The committee set the following meeting date(s):

1. Friday, January 23, 2015, at 10:00 A.M. To open proposals as discussed on item number 4 above. (**Note:** Chair Beversdorf indicated he would not be able to attend this meeting).
2. Thursday, February 19, 2015, at 10:00 A.M. To award the contract reference agenda item number 4 above..

**Adjournment.** Motion by Ken Anderson and seconded by Kim Simac to adjourn. All voting aye. Carried. The meeting was adjourned at 2:28 p.m.

Recorded by: Carol Krebs, Confidential Secretary