

## Polk County Communications Committee

November 2, 2007

1:00 P.M.

Conference Room

Polk County Justice Center

Present:	Don Getschel	Robert Blake	Larry Jepsen	
	Tim Moore			
Absent	John Bonneprise	Ralph Johansen		
Also Present	Steve Moe	Jill Stoffel	Jeff Fuge	Tonya Weinert
Media	None			

Call to order

Chairman Jepsen called the meeting to order at 1:03 P.M.

Accept the agenda

**Motion made by Don Getschel and seconded by Tim Moore to accept the agenda as posted.** There was no discussion or amendments offered. Motion carried by unanimous voice vote.

Public Comments

No public comments were offered

Disposal of unused equipment

Ralph Johansen joined the meeting at 1:07 P.M.

Chief Deputy Steve Moe informed the committee that there is an antenna on top of the Clear Lake water tower in Clear Lake. It is no longer of use to Polk County. Clear Lake has never charged the county for allowing the antenna to be used. Now that the equipment is obsolete to Polk County, Clear Lake would like to convert the antenna to use for the Village of Clear Lake. It was offered that the cost of removing the antenna would exceed any salvage value of the equipment that might be recovered.

**Motion was made by Sheriff Moore and seconded by Don Getschel to donate the antenna and equipment on the top of the Clear Lake water tower to the village of Clear Lake with understanding that the equipment would be reprogrammed so as to not interfere with county signals.**

There was discussion. No amendments were offered. Motion carried by unanimous voice vote.

Chief Deputy Steve Moe informed the committee a similar situation exists in St Croix Falls.

**Motion was made by Don Getschel and seconded by Sheriff Moore to donate the equipment at the St Croix Falls site to the village of St. Croix Falls with the understanding that it would be reprogrammed so as not to interfere with county signals.**

During ensuing discussion Corporation Counsel Jeff Fuge confirmed that the Communications Committee has the authority to dispose of this

equipment. No amendments were offered. Motion carried by unanimous voice vote.

Chief Deputy Steve Moe reported that Polk County owns a guy-wired latticed tower approximately 150 foot high on property owned by the city of Amery that is no longer of use to Polk County. He suggested that the repeater on the tower would be of use to Polk County.

**Motion made by Don Getschel and seconded by Ralph Johansen to offer to donate the tower—minus the repeater- to the city of Amery. If they have no interest in the tower, then have the tower removed at no cost to the county by anyone properly insured who would take it for the salvage value of the metal tower.**

During discussion it was revealed that an individual had expressed interest in removing the tower for salvage.

No amendments were offered. The motion carried by unanimous voice vote.

Chief Deputy Moe offered that the Milltown tower is still being used by Chisago County and recommended no action be taken at this time on the Milltown tower.

Ralph Johansen asked Chairman Jepsen to allow discussion on Agenda items Project and Budget Review and Financial Update by Tonya Weinert. Chief Deputy Moe, Communications Director Jill Stoffel, and Finance Director Tonya Weinert reported that of the initial \$5.5 million dollar bond sale the current general ledger balance is \$908,000. \$84,000 is committed to outstanding invoices leaving a general ledger balance of \$824,000. Estimated anticipated expenses include \$290,000 for the service agreement, \$140,000 to complete the Records Management System, approximately \$51,000 to add additional microwave equipment to improve transmission between the Trollhaugen/Clear Lake towers. County use on that link is higher than Dairyland Power had anticipated and they are requesting that we add equipment to free up communication capabilities to allow Dairyland Power to meet their needs. Other hardware and equipment needs bring the estimated anticipated expense to approximately \$569,550, leaving a general ledger balance of approximately \$254,450 when the project is completed.

**Motion was made by Don Getschel and seconded by Ralph Johansen to authorize the payment of estimated anticipated expenses in the amount of approximately \$569,550 as they come due. Roll Call vote was taken.**

<b>Getschel—yes</b>	<b>Johansen—yes</b>	<b>Moore—yes</b>
<b>Jepsen—yes</b>	<b>Blake —yes</b>	<b>Bonneprise—absent</b>

**Motion carried—five --yes one-- absent.**

Ralph Johansen asked Finance Director Weinert to review the bond documents to determine the proper method of utilizing the general ledger

balance of the bond issue once the project is completed. She assured the committee that she would do that.

**Motion by Bob Blake, seconded by Don Getschel to authorize the Sheriff's Department to create a presentation for the Polk county Board for the January 2008 Polk County Board meeting to show the various aspects of this project and to recognize Dairyland Power for their assistance and cooperation.**

Discussion followed. No amendments were offered. Motion carried by unanimous voice vote.

Communication Director Jill Stoffel reported on the partnership agreement between Dairyland Power and Polk County to acquire land and construct the towers that both parties would then use. The partnership covered three of the six towers. Included were Clear Lake, Trollhaugen and Frederic. At the Clear Lake site—Dairyland Power invested \$335,000 and Polk County invested \$25,000. At the Trollhaugen site Dairyland Power invested \$419,000 and Polk County invested \$100,000. At the Frederic site Dairyland Power invested \$525,000 and Polk County invested \$0.00. The total for the three sites covered by the partnership was –Dairyland Power \$1,269,000 and Polk County \$125,000. She stated that the partnership yielded incalculable benefits in expertise Dairyland Power shared on the project.

Ralph Johansen requested that letters of appreciation be drafted and inserted in the Personnel files of Chief Deputy Moe, Communications Director Jill Stoffel, Emergency Management Director Kathy Poirier, Corporation Counsel Jeff Fuge and Finance Director Tonya Weinert, commending them on their efforts in bringing this project to a successful conclusion under the budget limit that was initially proposed.

**Motion by Bob Blake seconded by Don Getschel to forward "RESOLUTION FOR THE DISSOLUTION OF THE COMMUNICATION SYSTEM OVERSIGHT COMMITTEE" to the Polk County Board of Supervisors for the purpose of dissolving the Communication Committee.** Discussion followed and suggestions offered. No amendments were offered. Motion passed by unanimous voice vote.

**Motion by Bob Blake, seconded by Don Getschel to authorize the Public Protection and Judicial Committee to approve the minutes of this final meeting of the Communication Committee.** There was no discussion and no amendments were offered. Motion carried by unanimous voice vote.

**Motion by Don Getschel, seconded by Ralph Johansen to adjourn.**

No discussion was offered. Motion passed by unanimous voice vote.

Meeting was adjourned at 2:04 P.M.

Minutes respectfully submitted by Robert A. Blake