

RIVERCOM ADMINISTRATIVE BOARD MEETING
Wenatchee City Council Chambers, Wenatchee, Washington
Wednesday, June 17, 2009

Administrative Board Present: Keith Goehner, Chelan County Commissioner; Dale Snyder, Douglas County Commissioner; Wayne Barnhart, East Wenatchee Councilmember; Dennis Johnson, Mayor, City of Wenatchee; Phil Mosher, CCFD-1 Operations Group Representative.

Ex-Officio Members Present: Sheriff Mike Harum, CCSO; Mayor Keith Vradenburg, City of Entiat.

Present: WA State Representatives Mike Armstrong and Cary Condotta; Shiloh Burgess, Office of Senator Parlette; Jim Brown, WPD; Merle Root, DAY Wireless; Chuck Fenton, DCFD -2; Mike Burnett, CCFD-1; Kelly O'Brien, LFD; Thad Duvall, DC Auditor; Donna Lee Moore, Cashmere resident; Millie Tirapelle, Wendy Perry, Jackie Jones, Kay McKellar, Dennis Keppner, and Monica Miller, RiverCom.

Chairman Goehner called the meeting to order at 11:00 am; Commissioner Snyder led the pledge of allegiance.

Introductions: Members and attendees were introduced.

Approval of the Meeting Agenda: The agenda was reviewed by the Administrative Board. There were no additions or corrections.

Approval of the Minutes: Phil Mosher's motion to approve the May 13, 2009 minutes was seconded by Councilman Barnhart and approved unanimously.

Voucher and Payroll Approval: Phil Mosher reviewed the May vouchers on behalf of the Administrative Board. Wayne Barnhart moved to approve the vouchers and payroll; seconded by Mayor Johnson and approved unanimously.

Board Chairman's Report: Commissioner Goehner opened discussion on legislative issues. He welcomed WA State Senator Parlette's assistant Shiloh Burgess, WA State Representative Armstrong and Representative Condotta. He turned the floor over to Director Tirapelle for discussion of the 911 Bill and Amendment and the local 1/10th of 1% ballot measure.

Following a lengthy discussion concerning past and future legislation, the parties agreed to strive for better communications concerning E911 funding, regionalization and centralization of services.

At the July 8th meeting the Legislators and the Board will look at the local and statewide issues concerning 911 funding. Councilman Barnhart recommended that the RiverCom Guild be included in this process. He also recommended that RiverCom share its experiences with other counties considering regionalization.

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POINT OF ORDER: Phil Mosher inquired as to whether or not the May 13th meeting minutes had been approved. Answer: Yes

Director's Report:

Radio Site Updates

Upper Badger - Director Tirapelle advised a conference call was held with Bill Dobbins, Douglas County PUD and his staff, regarding their timetable to move a permanent radio facility to Upper Badger. Mr. Dobbins assured Director Tirapelle the PUD would have a facility installed by November of this year. Mr. Hickman will be notified of RiverCom's intent to move out of his radio facility at Upper Badger by January of 2010.

Keystone – A new roof will be added to the building. The power will be shut-off on July 1st. RiverCom will work with the DNR to establish a new power source.

Blag – Three quotes are being obtained from companies that provide tower/radio installation services.

1/10th of One Percent Ballot Measure - The Board discussed the ballot measure cost and the best time to put the issue on the ballot. The Board had previously taken action to place the measure on the August 18th ballot. Director Tirapelle advised she had made presentations to the East Wenatchee, Entiat and Leavenworth City Councils on the proposal. After discussion, the Board agreed to proceed as planned. Thad Duvall, Douglas County Auditor and Evelyn Arnold, Chelan County Auditor will be advised to proceed with the ballot measure.

Director Tirapelle has been in contact with Ron Olsen of Cashmere Valley Bank regarding loan possibilities for project upgrades in case the ballot measure does not pass.

Arbitration Resolution - Director Tirapelle, ASM Wendy Perry and RiverCom Legal Counsel Stan Bastian met with the RiverCom Guild and the PERC Arbitrator. The opinion of the RiverCom Director and Administrative Board was reversed. Seniority accrued while serving as a non-guild lead employee will not count toward office seniority.

Additional Information:

Incident Counts - Director Tirapelle reported on the law enforcement calls for the Memorial Day weekend: Chelan County Sheriff, 437; Wenatchee Police Department, 278; Douglas County Sheriff, 143; and East Wenatchee Police Department, 113.

Calls-For-Service - Director Tirapelle commended RiverCom Emergency Services Dispatcher Jeremiah Johnson for using technology to identify the location of a lost individual. She also advised of a 911 call placed from a Voice Over Internet Phone (VOIP) where technology has a hindrance. Kudos to Mayor Johnson for his assistance in saving a life.

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Back-Up Site - Director Tirapelle advised that RiverCom has been looking for a suitable back-up sight should RiverCom have to evacuate. The third floor of the Wenatchee Valley College is being considered. They have tentatively agreed to the placement of a radio tower on their building and equipment storage in their staff conference room. Further discussion will take place.

Administrative Services Manager Report:

Budget Update - Wendy Perry reported the voucher approval amount for Capital Projects is \$5,404.31 and M&O is \$64,435.36 for a total of \$69,839.67. Payroll costs, including overtime totaled \$211,934.57.

Bid Awards - RiverCom advertised two bid requests in the Wenatchee World. One is for a VHF Transmitter Combiner and the second for a portable equipment shelter for Upper Badger. The bid opening was Friday, May 29th at 10:00 a.m. at RiverCom. Vice-Chairman Dale Snyder was present at the bid opening, as per Agency policy. One bid was received for each item.

ACTION ITEM: Due to previously noted assurances from the Douglas County PUD to provide a permanent building before the first of the year, there was no longer a need for the portable equipment shelter. A motion was made by Wayne Barnhart, with a second by Dale Snyder, to cancel/reject the portable shelter bid. The motion was unanimously approved.

A motion was made by Phil Mosher, with a second by Dennis Johnson, to accept the bid of \$20,116.50 for the combiner. The motion was unanimously approved.

Operation Group Update: Phil Mosher advised he had no report.

Good of the Order:

Public Comment - Donna Lee Moore of Cashmere expressed her concerns regarding a neighbor and the placement of their roadside mail box. Ms. Moore previously reported the problem to RiverCom and a Chelan County Deputy was dispatched to contact Ms. Moore. No action was required by the Board.

Employee Acknowledgement - Chairman Goehner thanked Wendy Perry for her five years of service as the RiverCom Administrative Service Manager. Director Tirapelle presented Wendy with a clock and a Letter of Appreciation from the Board. Wendy thanked everyone.

A motion to adjourn the meeting was made by Dale Snyder, with a second by Wayne Barnhart. The motion was approved unanimously.

Adjournment: The regularly scheduled meeting adjourned at 12:45 pm.

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Next Administrative Board Meeting: The next meeting of the RiverCom Administrative Board has been scheduled for Wednesday, July 8, 2009 at 9:00 a.m. at the Wenatchee City Hall Council Chambers.

RiverCom Administrative Board Members:

Chelan County Commissioner Keith Goehner, Chairman

Douglas County Commissioner Dale Snyder, Vice Chairman

Wenatchee Mayor Dennis Johnson

East Wenatchee Councilmember Wayne Barnhart

Phil Mosher, CCFD1, Representing the Operations Group

Motions:

Motion: Phil Mosher moved to approve the May 13, 2009 meeting minutes. The motion was seconded by Wayne Barnhart and approved unanimously.

Motion: Wayne Barnhart moved to approve the May 2009 vouchers and payroll. The motion was seconded by Dennis Johnson and approved unanimously.

Motion: Wayne Barnhart moved to cancel/reject the portable shelter bid. The motion was seconded by Dale Snyder and approved unanimously.

Motion: Phil Mosher moved to accept the bid of \$20,116.50 for the combiner. The motion was seconded by Dennis Johnson and approved unanimously.

Motion: Dale Snyder moved to adjourn. The motion was seconded by Wayne Barnhart and approved unanimously.

Staff Assignments:

In preparation for the July 8th meeting Director Tirapelle was asked to provide a synopsis of the three issues, with a list of the 911 call center locations in the state and a pie-chart depicting the percentages of 911 funding.