

MINUTES OF THE REGULAR MEETING OF THE SYSTEM BOARD OF THE NORTHWEST CENTRAL 9-1-1 SYSTEM, HELD IN THE NORTHWEST CENTRAL DISPATCH SYSTEM TRAINING CENTER, 1975 EAST DAVIS STREET, ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS ON THURSDAY, MARCH 17, 2011.

CALL TO ORDER

Mr. Ottesen called the meeting to order at 9:31 A.M.

MEMBERS ATTENDING

Bill Dixon (Village Manager Arlington Heights), Chief Balinski for Dane Bragg (Village Manager Buffalo Grove), Ray Rummel (Village Manager Elk Grove Village), Chief Gorvett for Jim Norris (Village Manager Hoffman Estates), Chief Haas for Curt Carver (Village Manager Inverness), Mike Janonis (Village Manager Mount Prospect), Reid Ottesen (Village Manager Palatine), Chief Dunne for Anne Marrin (City Manager for Prospect Heights), Barry Krumstock (City Manager Rolling Meadows), Ken Fritz (Village Manager Schaumburg), Gary O'Rourke (Village Manager Streamwood).

A quorum was present

MEMBERS ABSENT

None

ALSO ATTENDING

Glenn Ericksen (Arlington Heights Fire Chief), Terry Vavra (Buffalo Grove Fire Chief), Michael Kirkpatrick for Steve Schmidt (Elk Grove Village Police Chief), Mike Hish (Hoffman Estates Police Chief), John Dahlberg (Mount Prospect Police Chief), John Malcolm (Mount Prospect Fire Chief), John Koziol (Palatine Police Chief), Bob Falardeau (Palatine Fire Chief), Dave Scanlon (Rolling Meadows Police Chief), Ron Stewart (Rolling Meadows Fire Chief), Brian Howerton (Schaumburg Police Chief), Dave Schumann (Schaumburg Fire Chief), Norm Malcolm (Streamwood Fire Chief).

NWCDS PERSONNEL

Cindy Barbera-Brelle, Executive Director, Carole Urry, Assistant Director-Operations.

APPROVAL OF MINUTES

Moved by Mr. Dixon, seconded by Mr. Rummel, to approve the minutes of the January 20, 2011, Regular Meeting. *Voice Vote: Motion Carried.*

CAD SYSTEM PROJECT

IDNetworks is on site this week testing interfaces. All mobile units will require a mobile as well as a Radio IP client upgrade.

RADIO SYSTEM REPLACEMENT PROJECT

Staff is participating in Bi-Monthly project status meetings; a design review meeting is scheduled for March 23rd. Cindy continues to work with the Toll Authority and the Village of Barrington Hills on Intergovernmental Agreements which will allow NWCDS to use their towers. We are also working on the development of the Streamwood Water Tower site on Lake Street W of RT59 with Motorola and the DuPage County ETSB. This site will be a shared site. The cost to develop the site will be shared with DuPage County and any ongoing costs will be shared with Motorola.

Each of the radio sites is unique and there are 12 sites to prepare: 2 Water Towers (Palatine and Streamwood), 2 Corporate Office Buildings (Martingale (20 stories) and Safeco (12 Stories), 1 Monopole (Centex), 2 Private Towers (AT&T and Boeger), 2 Municipal Towers (Barrington Hills and Schaumburg), 1 State Tower (I90) and 2 NWC Towers (Davis and Vernon). Two of the sites (Barrington Hills and Streamwood) are new sites.

We have been working with our electrician, Preferred Electric, to determine the electrical requirements for each site along with the size requirements for the UPS systems and generators. \$879,628 (\$853,262 remaining) budgeted in Fiscal Year 2011 will begin to fund the site development costs.

A RFQ will be going out within the next month to obtain competitive manufacturer radio quotes. If Motorola radios are ordered in January 2012 to take advantage of the incentives etc. The first payment is projected to be made in May, 2012.

DUPAGE COUNTY RADIO PROJECT

The Meeting Packets contained an analysis of the Chicago Tribune Article regarding the DuPage County Radio System Project, along with our Attorney's review of our procurement process and an analysis prepared by the Emergency Telephone System Board (ETSB) of DuPage County.

TOWER REPLACEMENT – DAVIS STREET

The construction of the Tower has been completed and the FAA has been notified. The next step will be to move antennas from the old tower to the new tower. The Village and NWCDS are in the process of negotiating a new lease with US Cellular, a current tenant on the tower.

RADIO SYSTEM MICROWAVE CONNECTIVITY PROJECT

Hutton Communications and Exalt have finalized the microwave system design and bill of materials for the project and we're in the process of confirming path studies and getting license coordination.

FIRE STATION ALERTING PROJECT

The Fire Station Alerting Committee has completed three vendor presentations and has a 4th presentation scheduled on March 22nd.

GRANT OPPORTUNITIES

We continue to work with Motorola's Grant resources and have a meeting scheduled in April. The best federal opportunity is the Assistance to Firefighter Grants. The FY11 Application Kit has not been released. The estimated due date for the grant application is April. Cindy did receive two City/Village Grant contacts which she will contact.

Smith Street Water Tower

The Village of Palatine is in the process of renovating and repainting the Smith Street Water Tower. This has required coordination with the Village and Tower contractor to find a solution to keep that radio site on the air.

Ultimately it was determined that a 10" steel conduit from grade level to the roof top safety rail would be installed on the exterior of the tower and painted to accommodate the installation of antenna lines, 180' is required and that 4 - 10' antenna mounts (2" steel pipes) will be welded to the roof top (\$27,800). This requires new conduit (\$3,441) to be run from the radio shelter to the tower and new feedline (\$4,351). Once the new feedline is run the current antennas will be moved to the new mounts (\$6,050). The total cost of the project is \$41,642.20.

The site will be off the air to accommodate the movement of the antennas. It is projected that the site will be off the air for approximately 2 hours). In building portable radio coverage in Palatine, Inverness, northeastern Arlington Heights and Rolling Meadows will be impacted. Once the schedule is finalized Cindy will be contacting the departments that will be affected.

Discussion/Action

Budget Amendment

A motion is needed to amend the 911 Capital Reserve Budget to authorize the transfer of \$1,094,741 for the down payment of the Motorola Project 25 STARCOM Radio System from the Radio Reserve Fund to the Capital Projects Fund and to transfer \$285,705.50 from Capital Project funds to the Capital projects Budget to cover the monthly installment payments for the Escrow financing and the monthly Radio System payments for February through April.

Mr. Dixon made Cindy aware that this needs to be on the Agenda in order to bring the motion to the meeting. Cindy will bring it to the May meeting as a fourth quarter budget adjustment.

January & February Budget Summary

Savings = \$2,292,610; Savings CD (8/27/11 Maturity/.5% Interest Rate) = \$1,270,944; Checking = \$126,350; Total Cash Assets = \$3,689,905.

Moved by Mr. Dixon, seconded by Mr. Janonis, to approve the January and February 2011 Budget Summary. *Voice Vote: Motion Carried.*

January & February Check Register

Moved by Mr. O'Rourke, seconded by Mr. Fritz to receive the January and February 2011 Check Register. *Voice Vote: Motion Carried.*

NOMINATION/ELECTION FY12 OFFICERS

Moved by Mr. Ottesen, seconded by Mr. O'Rourke to approve Mr. Fritz to fill the Chairman vacancy, Ray Rummel to fill as Vice Chairman, Cindy to remain as Secretary and Hoffman Estates Finance Director, Michael DuCharme to remain as Treasurer. *Voice Vote: Motion Carried.*

ADJOURNMENT

Moved by Mr. Rummel, seconded by Mr. O'Rourke to adjourn the meeting. *Voice Vote: Motion Carried.* Meeting adjourned at 9:50 am.