

Pitkin County Translator Advisory Board Meeting

Date: 2.11.15 **Time:** 6-8 PM

Location: Basalt Fire House, El Jebel

Present: Phylis Mattice, Jessica Robison, Kevin Heineken, Kris Smith, John Emerick

Notes taken by: Charlotte Anderson

Guests: Kara Silbernagel, (Pitkin County) John Loyd, (Pitkin County) Jeff Pearce (Pitkin County)

Topic	Discussion	Follow-up
<p>Approval of Meeting Minutes</p> <p>Changes/additions to Agenda</p> <p>Public Comment / Items not on Agenda</p>	<p>John Emerick called the meeting to order at 6:00 PM. Jessica made a motion to approve the August 13, 2014 minutes. Kris seconded the motion. Minutes unanimously approved</p> <p>None</p> <p>None</p>	
<p>Staff Reports:</p>	<p>Engineer Report: Jon Banks / Jeff Pearce</p> <p>Jon Banks reported that the CMC signal has been fixed. CMC is a guest on a partially closed circuit with KUUR. KUUR addressed the problem, but Jon wasn't certain who paid for the repair. Jon suggested finding out who is responsible before future problems arise and for those applying for space in the future. John Emerick directed Jon Banks to write a letter to CMC for clarification on the exact problem and details of the solution and bring the information to the next meeting for discussion. Phylis suggested warning CMC that the board may have to re-evaluate their placement on the system if this problem continues.</p> <p>The translator at Upper Red failed. A spare was available and installed temporarily. The temporary does draw more power and solar consumption went up. The solar system has been doing well at Upper Red this winter. However, the unusually warm winter hasn't been a real test of the system.</p> <p>ABC television was down on Elephant and required a helicopter trip to fix. The biggest problem for this fix was the helicopter is located in Steamboat and the weather must be clear from Steamboat to Aspen. Channel 2 TV at Crown drops video and the computer locks up. Jeff is ordering equipment for getting 3 new translators on air.</p> <p>Jeff Pearce purchased a modulation measurer, which monitors translators to make sure the translator meets FCC standards. This is a portable system and has already begun taking measurements. Any problems found from this monitoring will be addressed in the spring and summer. Jeff did find a commercial station running at 115%. He expressed</p>	<p>Jon B. write letter to CMC</p> <p>Jeff notify station of over modulation</p>

	<p>that the station could be fined by the FCC and asked for direction on how to address the over modulation. The board agreed Jeff should contact the station with the information and let them make the decision to correct or not. Jeff also pointed out that the station may not have the necessary equipment to detect this problem. Jeff has two more training sessions on the snow cat and then will be able to operate on his own.</p> <p>Site Facility Report / Broadband Update – Phylis Mattice Upper Red is being evaluated for reengineering. The U.S. Forest Service says there is enough room to build and then tear down the old tower, allowing no interruption in service. Upper Red is the single point of failure for public safety radio system. The cost to run power to Upper Red is approximately \$500,000. An environmental assessment is required by the U.S. Forest Service.</p> <p>Land Radio Study – An engineer is looking at what is needed so we can build for best use of site for the future. We are at a critical point and need to move fast. An RFP is out for redevelopment for that site and summer completion is the goal. Phylis reported the goal for redevelopment is to meet all needs for the next 25 years.</p> <p>Broadband – There is an RFP out and Kara is working on needs assessment, and marketing. \$250,000 has been earmarked for broadband for 2015. Kara reported Marble is applying for a USDA grant.</p> <p>Phylis reported that the State Office of Information Technology Broadband is wanting to come to our kick off and they will be invited. There are grant dollars available through DOLA for Phase II and we will be applying. Phase I is expected to take 3 months and we hope to have a financial model by June 1, 2015.</p>	
<p>Old Business</p>	<p>TAB Budget – Phylis distributed 3 handouts to the board prepared by Connie Garofalo, Pitkin County Budget Analyst. Phylis explained the colored chart is what is provided in the Pitkin County Budget Book in October of each year. Phylis explained the other two pages are more accurate. Phylis will provide budgets in August 2015 when the 2016 budget is being developed.</p> <p>Phylis explained that the Translator Fund is a dedicated fund tied to a tax approved by voters. That limits the way these funds can be spent. Public safety comes out of the General Fund. The Public Safety radio system has been totally funded by Pitkin County.</p> <p>Jon Banks asked about funds for the scrolling channel guide. Phylis reported that the attorney’s office had issues with the wording in the contract. Jeff will check with the attorney’s office and report back at the next meeting.</p>	<p>Jeff to check on contract for channel guide.</p>

<p>New Business</p>	<p>Bylaws - Phylis explained that a resolution proposing a change in terms for TAB members and other citizen boards will be presented to the BOCC on February 25th. During the November election voters approved a change to the Home Rule Charter that allows the BOCC to decide the length of terms. Phylis asked board members for discussion regarding 5 year terms. Several members expressed concern with a 5 year commitment. The BOCC will make the final decision.</p> <p>This change of terms requires an amendment to bylaws. The current bylaws for TAB state that Chair and Vice Chair appointments will be made at the first regular meeting of a calendar year. Phylis explained that we can amend this section also to read, "Chair and Vice Chair will be appointed by the Board at the regular meeting following June 1". Since terms expire on March 31st, this will allow new members or renewing members to be approved and appointed by the BOCC during the month of April and appointments by TAB to be made at the June meeting.</p> <p>John Emerick suggested putting the ballot language in the bylaws (Article II, Section 2). John also asked that Article IV, Section 6 be changed so that down valley members could be Chair and Vice-Chair. Since Alan and Jessica have both moved, John asked that residency requirements be reviewed to make sure they are both qualified to apply for renewal. Charlotte will check with the attorney's office on these issues.</p> <p>Kevin left the meeting at 7:14.</p>	<p>Charlotte check w/ attorney re: bylaw changes.</p>
<p>Adjourned at 7:15 PM</p>	<p>Jessica made a motion to adjourn. Meeting adjourned at 7:15 PM</p>	