
CHISAGO COUNTY COST RECOVERY POLICY – ARMER SUBSCRIBER FEES

I. PURPOSE

- A. This Policy is adopted by Chisago County to support the implementation of, and provide necessary ongoing support for, the Minnesota Allied Radio Matrix for Emergency Response (MN ARMER) constructed and operating within Chisago County, also referred to hereinafter as “the System.”
- B. The purpose of this Policy is to clarify the responsibilities of Chisago County and local Cities, Agencies, Districts and other Authorized Users, hereinafter referred to as “Subscribers”, who have entered into the Communication System Subscriber Agreement and referred to as the CSSA, for participation in the Region-Wide Public Safety Radio Communication System.

II. POLICY

- A. It is and shall be the policy of the County to provide quality service under the ARMER System and the CSSA entered into by the County and local public safety agency Subscribers. Chisago County officials and personnel recognize that the ongoing security and integrity of the System will rely, in part, upon the financial support of the Subscribers.
- B. This Policy sets forth the procedures of Chisago County to fairly and equitably address the tangible costs of implementing, maintaining and servicing the System and distributing those costs to the Subscribers, and consequently residents of the jurisdictions who benefit from the System.

III. PROCEDURE

- A. The Chisago County Board of Commissioners will annually, on or before March 1st of each year, establish the “Subscriber Fee.”
 - 1. The Subscriber Fee assessed to each Subscriber shall be the Subscriber’s portion of the total estimated annual cost of the System borne by the County.

2. The Subscriber Fee shall be comprised of the Subscriber's portion of the following costs:
 - a. Radio and Equipment Fee [see paragraph 2.4 of CSSA]
 - i. Digital portable radio
 - ii. Mobile units
 - iii. Base units
 - iv. Battery, Speaker and Microphone Costs
 - b. Subscriber Fleet Support Fee [see paragraph 2.5 of CSSA]
 - i. Site electricity
 - ii. Site generator fuel
 - iii. Employee costs (including salary and benefits per FTE) for:
 1. Programming
 2. Software Updates
 3. Technical Support
 - iv. Staff-related costs, including travel/mileage
 - v. System Test Equipment
 - vi. Depot Hardware Maintenance
 1. Portable units
 2. Mobile units
 3. Base units
 4. State infrastructure costs
 5. County Insurance costs
 - c. Pass-Through State and Federal Fees [See paragraph 2.7 of CSSA]
 - i. Metropolitan Emergency Services Board (MESB) Fees
 - ii. ARMER Fees

IV. MODIFICATIONS/AMENDMENTS TO POLICY

- A. This Policy may be modified/amended by the Chisago County Board of Commissioners, as warranted, when determined to be in the best interest of the County, as defined in Section I of this Policy.
- B. Such modifications/amendments must be formally affirmed by the Chisago County Board of Commissioners.