

FRONTIER TELENET
BOARD OF DIRECTORS MEETING
MINUTES
AUGUST 24, 2016

The regular meeting of the Frontier TeleNet Board of Directors was called to order by Vice-Chair Judge Steve Shaffer at 10:06 AM. This meeting held in the North Central Education Service District conference room at 135 South Main Street, Condon, Oregon.

Directors Present: Judge Steve Shaffer, Judge Gary Thompson, NCESD Superintendent Robert Waltenbug.

Also Present: Dale Scobert, Kathryn Greiner, Mac Stinchfield, Renee Heidy, April Stream, Peter Mitchell, Pat Lauritsen, Blake Lawrence, Ryan LeBlanc, Will Carey, Lynn Morley, Mike Smith, Ken Gross, Rob Myers and Jeanne Burch.

Public Input or Comment: Kathryn Greiner asked if the City of Condon RFP (Request for Proposals) was going to be discussed as it was not on the agenda. Kathryn Greiner also had questions about the Frontier Telenet proposed RFQ (Request for Quotes). Katherine cited dollar amounts from a copy of an email she had in her possession and asked if those amounts were still current. Steve Shaffer reported that was the reason for the RFQ.

Election of Officers: Steve Shaffer reported that due to the recall of Wheeler County Judge Chris Perry there is a vacancy on the Board. Moved by Robert Waltenburg, seconded by Gary Thompson to move vice chair Steve Shaffer to chair of Frontier TeleNet. Motion carried with all present voting aye. Moved by Steve Shaffer, seconded by Robert Waltenburg to appoint Gary Thompson as vice chair of Frontier TeleNet. Motion carried with all present voting aye.

Directors Changes to Agenda: Steve Shaffer requested that approval of Fiber Project update be added to Old Business. Steve Shaffer also requested that More Public Input be added to the end of the agenda before adjourning.

Minutes: The minutes of August 10, 2016 Frontier TeleNet meeting reviewed. Moved by Gary Thompson, seconded by Robert Waltenburg that Frontier TeleNet Minutes of August 10, 2016 be approved as presented. Motion carried.

Financial Report: No financial report at this meeting. A discussion held regarding the past due J&N Cable Billings.

Frontier Regional 911 Report: No report at this meeting.

Old Business:

Executive Session: Directors entered Executive Session at 10:17 AM under ORS 192.660 (2) (n) (d). The purpose of this session was to discuss Change Order for Sherman County Fiber Project. Regular Session resumed at 10:28 AM.

Contract Review Board: Legal Counsel Will Carey requested that Board act as the Contract Review Board to consider the Sherman County Fiber Project Change Order as proposed by Inland Development. Will Carey pointed out that the Contract Review Board needed to approve this change. Will Carey then read the proposed change order in detail. In discussion Commissioner Mike Smith explained how this change order is to benefit the Sherman County Fiber Project. Steve Shaffer asked when the project would be complete. Blake Lawrence of Inland Development Corporation stated that it would take 45 days to complete. Moved by Gary Thompson, seconded by Robert Waltenburg to approve the Inland Development Sherman County Fiber Project change order contingent on approval by the Sherman County Court in the sum of \$431,862.00. Motion carried with all present voting aye.

Sherman County Fiber Project Update: Ryan LeBlanc of Day Wireless stated that Sherman County Courthouse is now using fiber.

Frontier TeleNet RFQ. Steve Shaffer reported that the purpose of the RFQ is to obtain up to date costs of the planned fiber project and also to put a plan in place for the \$2,000,000.00 allocated to Wheeler County from the State of Oregon for the project. Gary Thompson asked if Wheeler County could start building while Giliam County is getting their plans together. It was the consensus of the group that the big question would be what route will the Wheeler County portion of the fiber take. Rob Myers reported that RFQ turned out to be a lengthy document and is being reviewed by legal counsel. Peter Mitchell asked if RFQ was the proper document for this project. Robert Waltenburg reported that the RFQ is very important to get an update cost for the project.

Cottonwood Park: Ryan LeBlanc stated that the information on proposed tower site for Cottonwood Park forwarded to Steve Wynne of Day Wireless. Steve will survey the site and radio coverage and report back as to the feasibility of this site. Ryan also mentioned that State Radio Project had offered to donate a tower and radios for this project. Mike Smith will check if this is still available.

New Business:

Contracted Executive Marketing Director Advertising: Steve Shaffer reported that his vision of this position is to assist the General Manager, mainly to obtain more revenue. Rob Myers asked if an abbreviated advertisement for some newspapers would be appropriate due to advertising costs. It was the consensus of the Board to place the whole advertisement in Times-Journal, The Dalles Chronicle and East Oregonian Newspapers.

Sherman County Fiber Project Change Order: The Contract Review Board has approved the Change Order from Inland Development Corporation. This change order is to provide the following:

Establish a route for underground fiber installation from the Erskine Frontier wireless hub to the southwest side of Pine Street and Highway 97.

Obtain all permits and permission needed to install the fiber optic cable in an accessible area for service and repair.

Provide all labor necessary to accomplish the project from Erskine Hub to Grass Valley.

Provide all materials necessary to accomplish this task including, fiber, vaults and splice enclosures.

Provide proof of unidirectional testing for fibers to be used by Frontier and a loss of no greater than .35nm at 1310nm and .25nm at 1550.

Clean up work area to acceptable levels in established work zones and close out all permits.

Certified Payroll Documents signed and copies provided to Frontier TeleNet as requested.

The schedule of this project is 45 days from the signing of the change order.

Moved by Gary Thompson, seconded by Robert Waltenburg to accept the Sherman County Fiber Project Change Order contingent on approval by the Sherman County Court in the sum of \$431,862.00. Motion carried with all present voting aye.

City of Condon RFP: Steve Shaffer asked Rob Myers if Frontier TeleNet could bid on the City of Condon RFP which is due September 26, 2016. Rob stated that he would if he had direction from Frontier TeleNet Board of Directors.

Other Public Input: None

Next Meeting: The next meeting of Frontier TeleNet will be September 15, 2016 at 1 PM in the North Central ESD Conference Room.

There being no further business the meeting adjourned at 11:26 AM.

Respectfully Submitted:

Jeanne E. Burch

Frontier TeleNet Staff

