

**FRONTIER TELENET**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES**

**SEPTEMBER 15, 2016**

The regular meeting of the Board of Directors for Frontier TeleNet was called to order at 3:02 P.M. by Frontier Telenet Chairman Judge Steve Shaffer. This meeting held in the North Central ESD Conference Room at 135 South Main Street in Condon, Oregon.

Directors Present: Gilliam County Judge Steve Shaffer, Wheeler County Judge Lynn Morley, North Central Education Service District Superintendent Robert Waltenburg and Sherman County Judge Gary Thompson.

Also Attending: Sherman County Sheriff Brad Lohrey, Sherman County Commissioner Mike Smith, Legal Counsel Will Carey, Frontier Regional 911 Supervisor April Stream, Ryan LeBlanc, Day Wireless Systems, Steve Wynne, Day Wireless System, Mac Stinchfield, Times-Journal Newspaper, Kathryn Greiner, City of Condon, Ken Gross, Oregon TeleCo, Rachel Weinstein, Gilliam County, Rob Myers, Frontier Telenet General Manager and Jeanne Burch, Frontier Telenet Staff.

Directors Changes to the Agenda: Steve Shaffer requested that Public Input added to the end of the agenda.

Minutes: Minutes of the August 24 meeting reviewed. Moved by Gary Thompson, seconded by Lynn Morley that minutes be approved as presented. Motion carried with all present voting aye.

Financial Report: Financial Report for August 2016 reviewed. Steve Shaffer asked if the \$206,125.00 item was the reimbursement by Sherman County to Frontier TeleNet to pay the Inland Development Corporation Invoice for Sherman Fiber Project. The answer was yes. Moved by Robert Waltenburg, seconded by Gary Thompson to approve financial report as presented. Motion carried with all present voting aye.

Old Business:

Sherman County Fiber Project. Gary Thompson and Mike Smith reported that the first phase of this project is complete and fiber has reached Erskine.

Cottonwood Site Development: Ryan LeBlanc stated that the site previously identified for the Cottonwood Park Installation will work. Oregon State Parks is willing to provide tower and shelter. Ryan stated that he is going to check it all again to be sure that coverage is sufficient at the park location. Ryan reported that the project is going very well.

**New Business:**

**Contracted Services Advertising:** Rob Myers reported there had been one response to the advertisement. Directors asked Rob Myers how much this advertising cost for the three papers. Rob replied that only one bill received but it will be close to \$2,000.00. Steve Shaffer reported that he had received an inquiry from Les Ruark and asked that his comments be read into the record of this meeting:

“Board of Directors, Frontier Telenet, Condon, Oregon. RE: September 15, 2016 Agenda Item 8.0 Matters A and B.

As we talked about my doing briefly by phone late Tuesday afternoon, I write this morning to request that the board delay taking final action on either of the two matters that are a part of the above-referenced agenda item, especially any proposed marketing position.

It’s going to be important to provide the public with an actual explanation for establishing and funding a marketing position, certainly adequate opportunity for examining and commenting on the specifics of the position-especially before proceeding to put in place so quickly. I don’t think there’s been anywhere near an actual explanation nor a truly adequate or complete opportunity so far.

Moreover I believe the way by which the marketing position has been considered to date raises a number of questions, if not issues, as to the proper processes for creating and funding such a position-questions and issues which need to be addressed on the record, and together with the actual “connection” piece of this collective situation, before either matter is allowed to proceed.

The bottom line, as I’m seeing it, is that this entire matter deserves far greater transparency than it’s so far received. I would ask that the board recognize this and extend the opportunity to receive public comment on at least the marketing position before taking final action on it.

It would seem to me that extending public comment opportunity in this matter for at least an additional fourteen (14) days would be a reasonable amount of time to enable myself and other interested persons to submit comment.

Thank you

Les Ruark

[leswruark@gmail.com](mailto:leswruark@gmail.com)

(541) 454-2511”

Steve Shaffer then invited comment on this inquiry. Brad Lohrey questioned the need to wait 14 days. Kathryn Greiner discussed the difference between employees and public contracting. Legal Counsel Will Carey suggested that a scope of work and discussion of this position be put in the Times-Journal Newspaper. Moved by Robert Waltenburg, seconded by Gary Thompson that application process be closed and that the Board waits 14 days before starting negotiation on this position. Motion carried with all present voting aye.

Bank Account Signatory: Moved by Gary Thompson, seconded by Robert Waltenburg to remove Chris Perry from Frontier TeleNet Bank Account and add Judge Lynn Morley. Motion carried with all present voting aye.

Jeanne Burch discussed the dual signature on all checks. She stated that sometimes when there is a top priority to issue a check she cannot find the required two signatures. It was noted that this is a rule of Frontier TeleNet and not the banks. Jeanne requested that if this situation arises, and she receives permission from one of the directors, she be able to send the check with only one authorized signature. This happens rarely but it has happened recently. Consensus of the Board of Directors to approve this procedure.

Public Contracting Board:

Judge Shaffer requested that the Public Contracting Board be convened to discuss the following:

Sherman County-Wasco-Rufus Fiber Build RFQ/RFP Review. The directors asked Rob Myers about the RFQ for this project. Rob stated that it is the same document that was forwarded to directors in draft form with the exception of the project name and the starting and ending points. Will Carey explained how this RFQ works and that it must be sent out for proposals, if approved by the Frontier Telenet Board of Directors. Moved by Robert Waltenburg, seconded by Lynn Morley to recommend to the Frontier Telenet Board of Directors to approve the Sherman-Wasco Fiber Build RFQ and distribute the same. Motion carried with all present voting aye.

Frontier Telenet Board of Directors resumed. Steve Shaffer reported that the Contract Review Board for Frontier Telenet had approved the issuing of the Wasco-Rufus RFQ. Gary Thompson asked if anyone knew if there would be problems with this RFQ. There was no comment. Moved by Lynn Morley, seconded by Robert Waltenburg to approve Sherman County-Wasco-Rufus RFQ as presented. Motion carried with all present voting aye.

Public Contracting Board:

Judge Shaffer reconvened the Public Contracting Board of Frontier Telenet to consider Frontier TeleNet/Gilliam/Wheeler Fiber Project RFQ/RFP. Details of the Gilliam/Wheeler Project discussed at length. Steve Shaffer stated that there might be a problem with available funds at Gilliam County. Wheeler County has an authorization of funds from the State of Oregon but there needs to be a concrete plan to draw down these funds. A discussion held on two alternatives for the Wheeler County portion of the project. One would be to build from Fossil to Condon and another would be to build to Dayville. Ken Gross of Oregon Telco stated that his company is planning to build to Mayville so it might be possible for Wheeler County to hook up there. Moved by Lyn Morley, seconded by Robert

Waltenburg to recommend to the Frontier Telenet Board of Directors that the Frontier TeleNet/Giliam/Wheeler Project to approved with two phases.

Reconvene of Frontier TeleNet Board of Directors.

There was a discussion of the Frontier TeleNet Gilliam/Wheeler Fiber Project RFQ and how it can work. It is the recommendation of the Public Contracting Board that this RFQ be written to reflect two phases. Moved by Robert Waltenburg, seconded by Gary Thompson that the Frontier TeleNet Board of Directors accepts the recommendation of the Public Contracting Board to proceed with two phases of this project. Motion carried with all present voting aye.

Kathryn Greiner asked the Board to clarify that they are talking about an RFQ for this project and not an RFP. The Board noted that is correct.

Public Comment: No other public comment.

Next Meeting: The next meeting will be September 28, 2016, 10 AM, at the NCESD Conference Room in Condon, Oregon.

There being no further business, the meeting adjourned at 4:45 P.M.

Respectfully Submitted:

Jeanne E. Burch  
Frontier TeleNet Staff.