

Frontier Telenet
Board of Directors
Meeting Minutes
FY2016

FRONTIER TELENET
BOARD OF DIRECTORS MINUTES

JULY 7, 2016

The regular meeting of the Board of Directors of Frontier TeleNet called to order at 10:15 AM by Chair, Judge Patrick C. Perry. This session held in the conference room of North Central Education Service District in Condon, Oregon.

Directors Present: Judge Steve Shaffer, Judge Gary Thompson, North Central ESD Superintendent Robert Waltenberg, Judge Patrick C. Perry by telephone.

Also Present: Steve Wynne, Day Wireless, Rob Myers, Frontier TeleNet General Manager, and Jeanne Burch, Frontier TeleNet Staff.

Judge Perry requested that Vice Chair Judge Shaffer conduct the meeting.

No Public Comment

No additions or changes to the Agenda.

Old Business:

Minutes: Moved by Gary Thompson, seconded by Robert Waltenberg to approve the minutes as presented. Motion carried with all present voting aye.

Financial Report: A discussion held on past due accounts and the need to establish a policy for these accounts. It was decided to add this item to the next meeting agenda. Moved by Robert Waltenberg, seconded by Gary Thompson to approve financial statement as presented. Motion carried with all present voting aye. Jeanne Burch provided an update on the 2015-2016 audit schedule. Oster will be picking up audit documentation on July 12, 2016.

Management Report: General Manager Rob Myers discussed the need for a strategic planning work session. The directors agreed to have this meeting.

The Sherman County Fiber Project is proceeding as planned. The first phase of this project is almost done and the second phase will continue soon.

Cottonwood Park: A discussion held regarding Cottonwood Park Site Development. Gary Thompson asked Steve Wynne to research placing the necessary towers on State Park Land instead of BLM. Steve Wynne will look into this and report back to the Frontier TeleNet Board.

U.S. Cellular Interconnect: This interconnect between Kahler Basin and Black Butte is not complete but when it is will generate 50 mps of transport service with a fee of \$1,000.00 per month to Frontier TeleNet.

Roosevelt Tower: Necessary permits received from Klickitat County and the project is proceeding.

Condon Fiber Project: Still working on coordinating this project with Frontier TeleNet projects.

New Business:

- Microwave Core Network Upgrades: Steve Wynne of Day Wireless presented a drawing of a new and improved Core Network Upgrade project. This upgrade will include new improved technology. Steve also reported that notice requirements met regarding FCC Licensing requirements. Moved by Gary Thompson, seconded by Robert Waltenberg to approve the microwave upgrade, as presented by Steve Wynne, with possible revisions in the future. Motion carried with all present voting aye.

Personal Services Contract:

Personal Services Contract renewal for General Manager Rob Myers and Financial Staff Jeanne E. Burch presented. These renewals are for the Fiscal year 2016-2017.

Steve Shaffer requested that these contracts be discussed one at a time.

Jeanne E. Burch personal services contract will be the same as last year with a monthly amount of \$1,000.00. Moved by Robert Waltenberg, seconded by Gary Thompson to approve the renewal of Jeanne E. Burch Personal Services Contract for the fiscal year 2016-2017. Motion carried with all present voting aye.

Rob Myers Personal Services Contract renewal discussed at length. This contract is for the fiscal year 2016-2017. The contract is the same as the previous year with a monthly amount of \$6,250.00. Chris Perry had some questions regarding the lack of progress on the marketing of the digital switch. A discussion held on plans to expand the service of the digital switch to other areas and the generation of funds that were expected when the project was approved.

Moved by Gary Thompson, seconded by Robert Waltenberg to approve the renewal of Rob Myers Personal Services Contract for the fiscal year 2016-2017. Motion carried with Gary Thompson, Steve Shaffer and Robert Waltenberg voting aye and Chris Perry voting nay.

Network WISP:

There have been complaints regarding RTG service in the area. Core Network upgrade should solve some of these problems.

Joint meeting with Frontier TeleNet and Condon Fiber Committee will is scheduled for July 13 at 2:30 PM in Condon.

Next meeting of Frontier TeleNet July 28, 2016, 10 AM, at North Central ESD Conference Room.

Meeting Adjourned at 12:22 P.M.

Jeanne E. Burch, Frontier TeleNet Staff

FRONIER TELENET
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
JULY 28, 2016

A special meeting of the Board of Directors of Frontier TeleNet was called to order by Chair, Judge Patrick C. Perry at 10:08 AM. This meeting held in the North Central Education District meeting room in Condon, Oregon.

Directors Present: Judge Patrick C. Perry, Judge Steven Shaffer, Judge Gary Thompson and North Central ESD Superintendent Robert Waltenburg.

Also Present: Mike Smith, Ryan LeBlanc, Peter Mitchell, April Stream, Rene Heidy, Sandy McKay, Kathryn Greiner, Mac Stinchfield, Elizabeth Ferrar, Rob Myers and Jeanne Burch.

Directors Additions to Agenda: Judge Perry requested that Frontier TeleNet ability to accept private funds be added to agenda.

Judge Shaffer requested that Loan to Frontier Digital by Frontier TeleNet be added to agenda.

Moved by Judge Thompson, seconded by Robert Waltenburg that these items be added to the agenda. Motion carried with all present voting aye.

Public Input: Sandy McKay representing the Giliam County Soil and Water Conservation District addressed the Board regarding the poor internet connections to their office in Condon. Mr. McKay said that they have poor reception and sometimes there is none at all. He said he needs better service to operate his office. The minimum he needs is 5mg. 10 would be better and 15 would be great. Ryan LeBlanc of Day Wireless explained how the internet reached that location and stated that RTG serves that building. RTG receives their service from Frontier Telenet and they are receiving more than they are using for Condon. Ryan reported he had dealt with this same situation with other RTG customers. The Board thanked Mr. McKay for his presentation and making them aware of the internet problems in Condon.

Private Funds: Judge Perry asked if an ORS 190 such as Frontier TeleNet can accept private investment. Both Rob Myers and Judge Thompson stated that this is a question for legal counsel. Rob will contact legal counsel and report back to the board. Judge Perry also asked if there is a way an investor can own dark fiber or have a guarantee of use. Ryan LeBlanc explained how the bandwidth works concerning dark fiber. Ryan also made it clear that Day Wireless has a separate contract with Sherman County for their projects.

Condon Fiber RFP: Judge Perry reported that he had attended the Condon Fiber Committee Meeting and they will be issuing an RFP for their project soon. Kathryn Greiner stated this would be shortly after the August 3, 2016 Condon City Council meeting. This RFP should be

issued August 8, 2016. Peter Mitchell asked about local access by small communities to internet service. Mr. Mitchell was interested in how local projects work. Mike Smith gave an overview of the Sherman Fiber Project and how it works for private business and the fact that public comes first. Frontier TeleNet is a wholesaler of bandwidth and individual ISP must purchase for retail.

Motorola Payment Due: Judge Shaffer discussed the fact that the Motorola Warranty Payment is past due. At this time Frontier TeleNet will have to loan money to Frontier Digital to pay this bill. Ryan LeBlanc reported that he had met with Motorola and pointed out that they owe Frontier Digital an upgrade. Subsequent discussion by Board of Directors agreed that there was enough money budgeted in each current county budget to make this payment. Therefore a loan will not be necessary to Frontier Digital from Frontier TeleNet.

Bank Documents: The need to update bank account signature cards at the Bank of Eastern Oregon Fossil Branch discussed. Moved by Judge Shaffer, seconded by Judge Thompson to approve the following as signatures on the Bank of Eastern Oregon Fossil Branch account:

Steven L. Shaffer, Giliam County Judge

Gary D. Thompson, Sherman County Judge

Patrick C. Perry, Wheeler County Judge

Nancy L. Misener

Brenda Snow Potter

Jeanne E. Burch, Finance Staff has access to bank accounts and is allowed to make transfers between accounts as necessary as well as make deposits and discuss banking issues if necessary with Bank of Eastern Oregon.

Other: Mike Smith gave an overview of his recent National Association of Counties meeting in Long Beach with regarding telecommunication issues.

Cottonwood State Park Tower: A brief discussion held on the location of the tower at the Cottonwood State Park. Judge Thompson pointed out a potential that might work on State Park lands and asked Day Wireless to investigate.

There being no further business the meeting adjourned at 11:15 AM on the motion of Judge Shaffer, seconded by Judge Thompson with all present voting aye.

Next Meeting to be determined after the Board of Directors work session which will follow this meeting.

Respectfully Submitted

Jeanne E. Burch, Frontier TeleNet Staff

FRONTIER TELENET
BOARD OF DIRECTORS WORK SESSION
JULY 28, 2016
MINUTES

The work session of the Frontier Telenet Board of Directors was called to order by Judge Patrick C. (Chris) Perry at 11:30 AM. This meeting held in the conference room of the North Central Education Service District in Condon, Oregon.

Chris Perry announced that this is a work session and no official actions will happen at this meeting. The purpose of this meeting is to have a discussion about developing strategies that will facilitate and ensure Frontier Telenet's continuing and achieving success in different operating environments. Frontier Telenet is also referred to as FTN in these minutes.

Directors Present: Judge Patrick C. Perry, Judge Steven Shaffer, Judge Gary Thompson and North Central ESD Superintendent Robert Waltenburg.

Also Present: Mac Stinchfield, Renee Heidy, Sandy McKay, Peter Mitchell, April Stream, Mike Smith, Ryan LeBlanc, Elizabeth Ferrar, Rob Myers and Jeanne Burch.

Rob Myers asked what type of items do the Directors wish to discuss.

Steve Shaffer replied that some of the items are:

Coverage for fire.

Shortage of Internet service in Rock Creek area of Gilliam County. Gilliam County Road Department had problems.

Wireless ISP

Revenue Concerns

Fiber

Rob Myers explained the original plan to update the fiber. Gary Thompson stated that the Sherman County Fiber Project had to go through Frontier Telenet because it has the proper PUD License.

Rob Myers said that the original intent of Frontier Telenet is not a provider of last mile service. At this time Frontier Telenet provides for emergency services, government and schools. Frontier Telenet does not provide service directly to homes.

Steve Shaffer stated that we need to develop a Request for Quotes to begin the fiber project.

Chris Perry reported that Frontier Telenet is transitioning from microwave to fiber. Aerial is so much cheaper than a buried project. He sees a need to establish a cross-state tie and the need to develop this system due to lost revenue. The need to plan now on how to complete the system so the \$2,000,000.00 due Wheeler County from the State of Oregon will not be lost. Also how does a private ISP make a business case with so few houses to serve.

Mike Smith explained the difference in making a case for aerial over buried fiber.

Ryan LeBlanc followed with explaining that buried fiber is reliable for the 911 Center and for other counties to contract with Frontier Regional 911.

Steve Shaffer asked how does Frontier Telenet guarantee that we have a reliable system to market?

Peter Mitchell asked since the counties have the ability to charge a franchise tax, will this help?

Steve Shaffer stated that following are "what ifs":

What if Gilliam County puts in the systems and lets Light Speed invest. Light Speed and ORTELCO would own a percentage of the dark fiber? Who would maintain each end as these need to be in a controlled environment?

Mike Smith: Another model could be that the county builds the fiber and lease space to an ISP with the understanding they are responsible for the area served.

The question of CenturyLink CenturyTel being cooperative raised and the answer was no.

Steve Shaffer stated again that after the recent fire it is obvious that buried fiber is needed. Aerial fiber would have been gone. Steve also stated again that an RFQ needs to be issued to bring fiber from Slatt to Condon.

Steve Shaffer stated that the following needs to be worked on by Frontier Telenet Board right away:

Issue RFQ and look at cost.

When does ERATE end?

Sherman Schools are leaving NCESD, is there anyone else?

Who are competitors?

How do we keep ready with current revenue?

What markets are available?

Outside markets.

Emergency Services in "dead areas".

Internet Service in "dead areas".

Analysis of "dead areas" in each county.

Is the current ISP the right carrier?

Does FTN need a full-time manager?

Does FTN need full-time maintenance, other than Day Wireless, based locally?

Market digital switch.

How can FTN maintain without marketing? Do the counties backfill?

Condon RFP will be out soon. Response is time sensitive.

Chris Perry said that Wheeler County needs a commitment on other than underground. If there is going to be across state tie will the build be from Condon to Dayville. Easements might be required for aerial.

Robert Waltenburg reported that at present NCESD is contracted with Frontier Telenet. There is a need for a strong interconnect in the area. Needs resources for technical help. Education needs bandwidth and strong partner.

Agreements with Jefferson County, Warm Springs and Frontier 911 might be an issue. Also discussed how to deal with CenturyLink/CenturyTel.

It was the consensus of Directors that an official meeting must be held soon to develop the RFQ. Rob Myers will work on the wording and have it ready for this meeting.

Next Board Meeting for both Frontier Telenet and Frontier Digital Network will be August 10, 2016 at 10 AM at the North Central ESD Conference Room in Condon, Oregon.

There being no further business the work session ended at 1:30 P.M.

Respectfully submitted:

Jeanne E. Burch

Frontier Telenet Staff

FRONTIER TELENET
BOARD OF DIRECTORS MEETING
AUGUST 10, 2016
MINUTES

The Regular meeting of the Frontier Telenet Board of Directors was called to order at 10:07 AM by chairman, Judge Patrick C. Perry. This meeting held in the North Central Education District Meeting Room in Condon, Oregon.

Directors Present: Judge Patrick C. Perry, Judge Steve Shaffer, Judge Gary Thompson, and Robert Waltenburg.

Also Present: Rachel Weinstein, Dale Scobert, Kathryn Greiner, Peter Mitchell, April Stream, Rene Heidi, Mac Stinchfield, Ryan LeBlanc, Rob Myers and Jeanne Burch.

Public Input: None

Additions to Agenda: Judge Perry requested that Public Comment be added at the end of the agenda also. Moved by Steve Shaffer, seconded by Gary Thompson to add public comment to the end of agenda. Motion carried with all present voting aye.

Judge Shaffer requested that the City of Condon Request for Proposals (RFP) be added to the agenda. Moved by Steve Shaffer, seconded by Robert Waltenburg to add the City of Condon RFP to agenda. Motion carried with all present voting aye.

Minutes of Previous Meeting:

Minutes of previous meetings reviewed. Moved by Gary Thompson, seconded by Robert Waltenburg to approve minutes of July 7, 2016 and July 28, 2016. Motion carried with all present voting aye.

Financial Report: Financial Reports for July 2016 reviewed. A discussion held regarding the past due account of J & N Cable. Rob Myers is going to contract J & N Cable to find out what plans are to bring the account current. Moved by Steve Shaffer, seconded by Gary Thompson to approve financial statement for July 2016. Motion carried with all present voting aye.

Audit Status: Jeanne Burch reported that audit records have gone to John Day to Oster for the required annual audit.

Frontier Regional 911: Frontier Regional 911 Supervisor April Stream greeted directors with an amusing story. April then reported that the fiber and digital switch is crucial to the successful operation of the 911 Center. She reminded Board members that Jefferson County is a partner in Frontier Regional 911.

Old Business:

Sherman County Fiber Project. Gary Thompson reported that project is on schedule and they are near Erskine. A discussion held on how this fiber will be connected to Erskine. The project should be completed by August and the next phase will start right away. There had been a discussion if a supplemental budget will be needed for the next phase. At this time it appears that will not be necessary.

New Business:

Proposed Contract for Marketing: A lengthy discussion was held regarding retaining a marketing specialist for Frontier Telenet/Frontier Digital. Steve Shaffer stated that this marketing salesperson would recruit call center clients and also market ISP possibilities. Proposed contract would be \$80,000.00 yearly. It was the consensus of Board to seek the advice of legal counsel on personal service contract vs. employee. There will be a need to advertise the position and also to determine a compensation range. Judge Shaffer will take care of this and report back to Board at next meeting.

Fiber Request for Qualifications: Rob Myers reported that RFQ is not complete. It has turned into more of a document than first anticipated. Completed draft should be done by the first of next week. Steve Shaffer emphasized the need to proceed right away due to the \$2,000,000.00 allocated to Wheeler County by the State of Oregon for a portion of this project.

City of Condon Request For Proposal: Kathryn Greiner reported that RFP has been issued by the City of Condon on fiber project. Chris Perry noted he had read the RFP and how Frontier TeleNet can participate as a wholesaler of bandwidth. Kathryn reported on how the RFP is structured. Chris Perry stated he is interested in Frontier Telenet responding as a wholesaler. Discussion held on partnerships and it was the consensus of Board to reply to RFP.

Public Comment: Kathryn Greiner asked Board if they were going to comply with public contracting law on fiber project. Peter Mitchell explained how these projects could proceed and Rachel Weinstein discussed alternative cooperative partnering.

The next meeting of the Frontier Telenet Board of Directors will be August 24, 2016, at the NCESD Conference Room in Condon, Oregon at 10 AM.

Moved by Steve Shaffer, seconded by Gary Thompson that meeting adjourn at 11:30 AM. Motion carried with all present voting aye.

Respectfully Submitted:

Jeanne E. Burch, Frontier Telenet Staff.

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 Heidi, 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

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

(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 can not 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.

FRONTIER TELENET
BOARD OF DIRECTORS MEETING

SEPTEMBER 28, 2016

MINUTES

The regular board meeting of the Board of Directors for Frontier TeleNet was called to order by Chairman, Judge Steve Shaffer at 10:20 AM. This meeting held in the conference room of the North Central Education District, 135 S. Main Street in Condon, Oregon.

Directors Present: Judge Steve Shaffer, Judge Gary Thompson, Judge N. Lynn Morley and North Central ESD Superintendent, Robert Waltenburg by video conference.

Also Present: Rachel Weinstein, Ken Gross, Kathryn Greiner, Mac Stinchfield, Mike Smith, April Stream, Rob Myers and Jeanne Burch.

Public Input: None

Directors Changes or Additions to Agenda: None

Minutes: Minutes of September 15, 2016 meeting reviewed. Moved by Lynn Morley, Seconded by Gary Thompson to approve the minutes as presented. Motion carried with all present voting aye. Jeanne Burch asked for clarification from Directors on sending out draft minutes or to wait until minutes were approved. Steve Shaffer expressed the opinion that he thought the minutes should be approved before sending out. There was not any comment from others. Jeanne said that she will try to follow public meeting law and get them out promptly but if the Board does not meet they might not be approved right away so they will have to go out as a draft.

Financial Report: Jeanne Burch reported that the monthly financial report would go out at the end of September but gave a quick overview of balances in checking and investment account.

Old Business:

Sherman County Fiber Project Update: Mike Smith gave a report on the Sherman County Fiber Project. Fiber has been connected to Erskine and should be lit by October 14, 2016. Sherman County Courthouse is lit and the project is proceeding to Grass Valley. The Grass Valley portion should finish in approximately one week. Mike will be meeting with Grass Valley officials and citizens to present an overview and answer questions about the project. Inquiries have been made by Sherry Kaseberg, Sherman County resident and e-news editor, regarding the project. Gary Thompson stated most of these had been answered but Sherman County will be happy to provide the requested information. Jeanne Burch reported that Frontier TeleNet and Frontier Digital have complied with Mrs. Kaseberg's document request and will continue to do so.

Cottonwood Park Site Development Update: Mike Smith reported on the Cottonwood Park internet project. Mike stated that a hut, power converter and tower had been secured. Day Wireless has submitted an area coverage report to the Board. It appears this new site will be adequate and allow the installation to go forward. Mike also reported on proposed meetings with the State of Oregon about possible usage and partnerships. Mike also reported the Cottonwood SEC Grant is moving forward and it may help Wheeler County with repeaters. Possible partnerships with the State of Oregon discussed and the goal of partnering on the digital switch concerning the possible Cascadia Event. A brief discussion held about equipment and infrastructure in Wheeler County.

Frontier TeleNet Executive Director of Marketing:

Judge Shaffer passed out a proposed job description for this position. Judge Shaffer stated that Frontier TeleNet is more than just an internet provider. Judge Shaffer pointed out that Frontier TeleNet provides emergency services connection. This is a vital service in the Frontier TeleNet service area. Judge stated there was only one applicant for this position and that same job would command a substantial salary in a more populated area. Robert Waltenburg indicated that marketing to other 911 systems is important and that Frontier TeleNet and Frontier Digital Network needs a marketing director.

Judge Shaffer noted that Les Ruark had sent an email outlining several concerns about this position. That email was provided to all that attended this meeting and is attached to these minutes. Robert Waltenburg asked who does this person report to and do they have authority to make commitments? He feels this needs to be added to the job description. Judge Shaffer replied that this person should report back to the Board and Board makes the decisions regarding contracting. The Board should be the only authority to enter into contracts. Gary Thompson asked if this person will have the authority to quote prices? Rob Myers stated there are rate sheets but the person has to have the flexibility to negotiate rates. Gary Thompson pointed out that with Frontier TeleNet being a public entity, there may be some problems due to public information request and the need to negotiate.

Moved by Lynn Morley, seconded by Gary Thompson to approve the position of Frontier TeleNet Executive Director of Marketing and enter into negotiations with Connections LLC for this position. Motion carried with all present voting aye.

Frontier TeleNet RFQ/RFP:

General Manager Rob Myers asked for clarification on the rewrite of the Frontier TeleNet RFQ/RFP. Rob asked if this is to be two projects? One project would be in Gilliam County from Arlington to Condon and the other project would be in Wheeler County from Fossil to Condon or possibly to Dayville. Rob stated that it is "mission critical" for fiber to 911 center be underground. There was an extended discussion about underground vs. aerial installation. The Board finally reached the conclusion that there will only be one RFQ/RFP with options to build each phase. Rob asked how long it will take to draft this RFP and he answered within a week.

New Business:

It was reported that Zayo Bandwidth is working in the area installing fiber and that CenturyLink has requested a meeting with all three counties. The Judges will coordinate the CenturyLink meeting.

Other: Judge Shaffer reported the City of Condon has received several responses to their RFP and complimented them on the job well done.

Public Comment: Kathryn Greiner asked what the deadline would be on the Frontier TeleNet RFQ/RFP and Rob Myers replied a minimum of 30 days. Kathryn also stated that she had asked for a copy of the RFQ/RFP but had been denied and stated she felt others had received copies.

Judge Shaffer requested that the following be read into the minutes: "The goal of Frontier TeleNet is to utilize the system to provide broadband to each area. From there a local internet provider (ISP) would provide service to individual customers."

Mike Smith asked if it is possible, under public meeting law, to go into executive session regarding contracts. After a lengthy discussion and research on public meeting law it was determined this was not possible.

Next Meeting: October 17, 2016 at 2 P.M. at the Condon Fire Hall.

There being no further business, the meeting adjourned at 12:05 P.M.

Respectfully Submitted

Jeanne E. Burch

Frontier TeleNet Staff

FRONTIER TELENET
SPECIAL MEETING OF BOARD OF DIRECTORS

OCTOBER 10, 2016

MINUTES

A Special Meeting of the Board of Directors of Frontier TeleNet was called to order by Chairman Judge Steve Shaffer at 9:10 AM. This meeting held in the conference room of the North Central Education District, 135 South Main Street, Condon, Oregon.

Directors Present: Judge Steve Shaffer, by telephone, Judge Lynn Morley, and Robert Waltenburg, North Central ESD Superintendent by telephone.

Also Attending: Sherman County Commissioner Mike Smith, by telephone, Mac Stinchfield, Kathryn Greiner, Rob Myers and Jeanne Burch.

Judge Shaffer asked Judge Lynn Morley to conduct the meeting due to the fact it was difficult to do this by telephone. Judge Morley agreed and continued the meeting.

Public Input-None

Directors Changes or Additions to the Agenda-None

Review/Discussion of the City of Condon RFP.

The following questions asked by the City of Condon:

1. Is there dark fiber that the City of Condon could obtain through a long-term Indefeasible Rights of Use (IRU) in your proposed middle mile? If so, what would be the price or other consideration for the dark fiber?

Mike Smith gave the following answer: Frontier TeleNet would gladly negotiate a contract with the City of Condon for a dark fiber. Being a public and open entity, Frontier TeleNet will openly negotiate a reasonable cost for dark fiber with the City of Condon. Negotiations will allow both entities to understand how to provide a valuable service while allowing Frontier TeleNet to cover its expenses and not subsidize one entity at the expense of Emergency Communications.

Steve Shaffer also commented that to own dark fiber, it is necessary to have the proper PUC License. Also must have the proper license to deliver services. Mike Smith asked if the City of Condon intended to be a broadband provider? Kathryn Greiner answered that the City of Condon is intent on having the available raw material for another provider. Directors agreed that dark fiber would be available but the price will be negotiated. Steve Shaffer pointed out that this will be a lease and terms will be negotiated.

2. We are requesting firm pricing on the cost of broadband that was offered.

Mike Smith made the following statement: Frontier TeleNet will agree to negotiate firm pricing with City of Condon in good faith once all expenses are known. As the City knows, Frontier TeleNet is currently awaiting responses for the middle mile project in order to understand the true cost of the project and a better understanding of continuing maintenance expenses. It must be clear though, the ISP could negotiate their own agreement with a data supplier. Frontier TeleNet is in the business of supplying transport of data, but can supply data if the customer wants it.

Kathryn Greiner stated that Frontier TeleNet already sells broadband so there must be prices available. Steve Shaffer stated that it is hard to give a price on broadband for fiber because the current system is microwave. Kathryn Greiner asked about what Sherman County is charging for their new fiber project. Mike Smith stated that the Sherman Fiber Project is not complete so pricing is not in place. Rob Myers asked if the City of Condon could give some parameters so it will be easier to give pricing. Kathryn Greiner asked Rob Myers to submit in writing what parameters are necessary and she will obtain the answers. Kathryn Greiner also asked Rob to do this right away as the City of Condon will be meeting in a day or so. Rob Myers agreed to do this today and send to Kathryn Greiner by email.

3. Request a timeline for your middle mile project, in addition a projected timeline of fiber being available within the City Limits of Condon.

Mike Smith answered that the Gilliam County Court would greatly appreciate the City of Condon and the Fiber Committee to insure the Court the ability to move forward on planning and financing the project. Once that support is in place the project could move forward quickly. Steve Shaffer added that it is up to Gilliam County to invest in the middle mile build. Frontier TeleNet is a supplier of transport for Public Safety. Connectivity is important and there will be a downsizing of 911 centers statewide. Frontier TeleNet could be the supplier of this connectivity for Eastern Oregon and maintain the employment at 911 Center in Condon. Steve Shaffer also stated if Frontier TeleNet has the support of the City of Condon Fiber Committee, with the Gilliam County Court, the middle mile project could happen within a few months but not more than a year to completion. Lynn Morley asked if the weather would be a factor in completing this middle mile concerning burying fiber. Steve Shaffer answered it should not be a problem.

Review and Discussion of Frontier TeleNet RFQs no. 816 and 817:

Rob Myers noted that the draft copies of Frontier TeleNet RFQ no. 816 and 817 had been sent to directors. Robert Waltenburg stated that the drafts looked good and complimented Rob Myers on the hard work involved in these draft RFQs. Moved by Robert Waltenburg, seconded by Steve Shaffer, to approve RFQ #816, Giliam County Build, as presented with a response time of 30 days. Motion carried with all present voting aye.

Moved by Robert Waltenburg, seconded by Steve Shaffer, to approve RFQ #817, Wasco to Rufus Build, as presented with a response time of 30 days. Motion carried with all present voting aye.

Other: Steve Shaffer reported that a list of questions had been received by Les Ruark. Steve Shaffer reported that he would address these questions after the October 17 meeting. Mr. Ruark requested that a copy of his email be attached to these minutes.

Public Input: None

Next Meeting: The regular meeting of Frontier Board of Directors will be held October 17, 2016 in Condon at 2 PM at the Condon Fire Department.

There being no further business, the meeting adjourned at 10:05 AM.

Respectfully Submitted:

Jeanne E. Burch
Frontier TeleNet Staff

From: Les Ruark leswruark@gmail.com
Subject: Followup questions.
Date: October 4, 2016 at 7:00 AM
To: Steve Shaffer steve.shaffer@co.gilliam.or.us

4 October 2016

Steve Shaffer, Chair
Frontier TeleNet Board of Directors
Gilliam County Courthouse
Condon, Oregon

Judge (Steve):

I'm writing concerning the Frontier TeleNet board's decision last Wednesday to proceed with putting in place a Professional Services Agreement facilitating the creation of an Executive Director of Marketing position for Frontier TeleNet.

The board's decision prompts me to ask several followup questions about this matter, as follows:

1. Was copy of the single response (submission) received to the RFP(Q) issued in this matter actually provided to board members at either its September 15 meeting or its meeting last Wednesday, September 28?

I'm of the understanding it wasn't; that no copy of it was actually "on the table" when the board met to consider and act on this matter; rather, it was simply referred to by the chair and Frontier TeleNet's general manager Rob Myers. I'm also aware that no copy of it has been made a part of the meeting minutes for either meeting because no copy of it was provided to staff responsible for handling the minutes.

How were board members, then, actually able to know specifically who they were voting to accept and authorize entering into negotiations with, unless there was at least some level of advanced familiarity or (what could be seen as) "predetermination" involved?

2. Was there an effort to create or to the use a rating or scoring mechanism to consider responses received to the RFP(Q); that is, a "tool" of sorts to measure (or "weight") submissions against the provisions of the RFP (or the board's subsequent expectations), which could later be used to support for the record its selection? I can't see, from the draft minutes of the meetings, that there was.

3. The approved minutes of September 15 refer to a single submission received which has since been identified as one submitted by Michael D. Smith or "Mike Smith" but the draft minutes of September 28 identify this submission as "Connections LLC." Mike Smith's was the actual submission I understand to have been "accepted" but it was "Connections LLC" that was later motioned and said to be (actually, directed to be) approved as the actual entity the board authorized entering into negotiations with.

Yet, I can find no identification of "Connections LLC" on Mike Smith's submission, nor am I able to find any registration of that entity or that name as an "LLC" or as an "ABN" with the state's business registry for such registrations.

Can you please explain the differing identifications here, and why there's apparently no registration of Connections LLC as either an LLC or an ABN?

4. Will you, as board chair, be the one actually entering into negotiations to finalize the dollar amount(s) and the specifics of the PSA? Or will this involve a "committee" of the board along with perhaps Rob Myers? Or, will this work be delegated out to the board's legal counsel, Will Carey?

In any event, doesn't the "finalization" need to be brought back to the board for ratification? Is there an anticipated timeframe for completion of this? Has a starting date for the position and its work been preliminarily established, and is that a factor as to how quickly the finalization may need to occur? Is a finalization, and an actual starting date, expected to be determined at the board's next meeting?

Steve, by posing these questions here I really am not attempting to complicate this matter for you any further than perhaps it's already become. I am, however, genuinely attempting to obtain both an accurate and timely clarification of the action taken in this matter last Wednesday.

I'm hopeful you'll be able to directly reply to these questions over the next few days.

I'd appreciate it, too, if you could also forward to me copy of the proposed job description for this position handed out to the board at its meeting last Wednesday. Given this was only recently developed and, to my knowledge, shared for the first time with the board at last Wednesday's meeting (and it doesn't appear to have been made a part of the draft minutes) I've not had opportunity to review it.

Thanks.

Sincerely,

Les Ruark

leswruark@gmail.com

(541) 454-2511

FRONTIER TELENET
BOARD OF DIRECTORS MEETING
OCTOBER 17, 2016
MINUTES

The regular meeting of the Frontier TeleNet Board of Directors was called to order by Chairman, Judge Steve Shaffer at 2:10 PM. This meeting held in the conference room of the Condon Fire Department in Condon, Oregon.

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

Also Present: Rachel Weinstein, Mac Stinchfield, Kathryn Greiner, Nate Stice, Scott Farley, Mike Smith, Ryan LeBlanc, Todd Cox, Ken Gross, Mike Weimar, Rob Myers and Jeanne Burch.

Judge Shaffer welcomed Scott Farley and Nate Stice, Coordinators, representing the Office of Governor, Regional Solutions, to the meeting. Judge Shaffer also welcomed Todd Cox of Day Wireless.

Public Input: None

Directors Changes to Agenda: None

Minutes: Minutes from September 28, 2016 regular meeting and October 10, 2016 special meeting reviewed. Moved by Gary Thompson, seconded by Lynn Morley to approve minutes as presented. Motion carried with all present voting aye.

Financial Report: Jeanne Burch gave up to date financial report to directors. Move by Gary Thompson, seconded by Lynn Morley to approve financial report as presented. Motion carried with all present voting aye.

City of Condon RFP update.: Kathryn Greiner gave an update on the City of Condon RFP. Kathryn reported there had been several replies and hopefully they will all be in before the City of Condon Council meets. Rob Myers also reported that he communicated with Kathryn Greiner on City of Condon questions but had not heard back.

Status Update Frontier TeleNet RFQ #816 and RFQ #817: Rob Myers reported there have three replies to the RFQs. Rob also hoped there would be more since each RFQ deadline is November 5, 2016.

Cottonwood Park Site Development Update: Mike Smith reported progress on the Cottonwood Park Project. Permits are being processed and there are opportunities to make

communications into Wheeler County work better. Mike hopes to get it all taken care of before the SIEC Committee Meeting. Gary Thompson asked how the communication hut will be constructed due to the terrain. Location of the equipment storage also discussed. Ryan LeBlanc asked if Day Wireless would be doing the civil work? Rob Myers said Frontier TeleNet would need a quote from Day Wireless regarding the civil work. Ryan also reported that Motorola had given him a firm quote on the radio updates. Ryan clarified that this is the 700 radio system update. Radio project will be Frontier Digital Network project and civil work will be Frontier TeleNet project. Steve Shaffer also noted that it would be necessary to communicate with Oregon State Parks regarding equipment they will need for this project. This project is also crucial for emergency services to park location.

Executive Marketing Position: Steve Shaffer opened the dialog regarding the Executive Marketing Position. Robert Waltenburg asked if the remuneration in the proposed contract was high or low. Robert Waltenburg also asked if the payment in the proposed contract was all inclusive. Steve Shaffer answered that proposed remuneration was low on the open market and in other areas this position would command a significant amount per year. Also Robert Waltenburgs question regarding all inclusive answered in item "A" in the scope of work. It is all inclusive. Steve Shaffer read the proposed Scope of Work that is attached to the contract. Gary Thompson asked how results will be measured? Gary Thompson suggested that one measure might be to see what funds are generated for Frontier TeleNet. Gary also suggested a bonus plan for increased sales. Steve Shaffer pointed out that much of last year has been devoted to improving region-wide emergency management system and this is an opportunity for Frontier TeleNet. Steve Shaffer also mentioned that Mike Smith has spent much time promoting Frontier TeleNet projects and interests. Moved by Lynn Morley, seconded by Robert Waltenburg to approve a contract, starting November 1, 2016 and ending June 30, 2017, with Michael Smith DBA Connections LLC, with a monthly amount of \$6,250.00 and the understanding that contract will be revisited in May, 2017 and that \$52,000.00 in additional revenue has been generated for Frontier TeleNet. Motion carried with all present voting aye.

Sherman County Fiber Project: Mike Smith reported that the Grass Valley portion would be completed by November 1, 2016. Mike Smith reported there might be partnership opportunity with Light Speed Network. Gary Thompson and Mike Smith both agreed that educational needs are critical to area students. Most of the homework assignments are online and that can be a hardship if there is not sufficient bandwidth to reach these students. Increased capacity in the rural area is critical.

Other: Ryan LeBlanc gave an update on microwave improvements. Dishes have arrived and equipment will be tested in the Day Wireless shop and out on the towers later this month.

Steve Shaffer reported on the Association of Oregon Counties District 3 meeting which was held before this meeting. Steve will represent the east side of Oregon for emergency management. Steve said that communication will be vital to this project.

Rob Myers reported that he has an idea that will save Frontier TeleNet a significant amount of money and he will discuss this with the Directors.

Kathryn Greiner asked when the Frontier TeleNet RFP will be issued. Rob Myers and Steve Shaffer replied that the First of December is anticipated.

Kathryn Greiner inquired if Rural Technology Group (RTG) service in Sherman County is running better now that the fiber has been installed. Mike Smith and Ryan LeBlanc stated that service is better but there are still some problems. They have been working to identify the problems and hope by solving these it will make other projects go smoother.

Public Input/Comment: None

Next Meeting: The next meeting for Fronier Digital Network and Frontier TeleNet will be held November 10, 2017 at the North Central ESD in Condon, Oregon. Frontier Digital Network meeting will start at 4 PM and Frontier TeleNet meeting will start at 5 PM.

There being no further business the meeting adjourned at 3:20 P.M.

Respectfully Submitted:

Jeanne E. Burch

Frontier TeleNet Staff

PERSONAL SERVICES CONSULTING AGREEMENT

is agreement, dated October ____, 2016, has an effective date of November 1, 2016; and is made By and Between **Frontier TeleNet**, located in Condon, Oregon; hereinafter known as "Company"; and **Michael Smith, DBA Connections, LLC**, whose business address is P.O. Box 127 Moro, Oregon 97039; hereinafter known as "Consultant".

1. Consulting Services: Company hereby retains Consultant to perform services in accordance with terms and conditions set forth in this agreement, specifically such services as are described in Attachment "A" to this contract, "Scope Of Work".
2. Terms of Agreement: This Agreement will commence November 1, 2016 and terminate June 30, 2017. Either Party may cancel this Agreement on Thirty (30) days' notice to the counterparty in writing, by certified mail or personal delivery.
3. Time Devoted By Consultant: Consultant will at Consultant's sole discretion determine the total time required to properly complete tasks, and in what increments such time will be spent.
4. Place(s) Services Will Be Rendered: Consultant will perform services in accordance with this contract at locations chosen by Consultant. In addition, Consultant will perform services telephonically, electronically and/or at such other places as necessary.
5. Payment to Consultant: Consultant will be paid \$6,250.00 per month for work performed under the terms and conditions of this Agreement; payable in consecutive equal monthly payments of \$6,250.00 on or before the 25th of each month.
6. Independent Contractor: Both Company and Consultant agree that Consultant will act as an Independent Contractor in the performance of all duties under this contract. Accordingly, Consultant shall be solely responsible for payment of all Consultant's taxes including all Federal, State and Local taxes; and business fees as required.
7. Payment Of Expenses Incurred by Consultant: Consultant shall pay all ordinary expenses incurred by Consultant in the performance of duties as described in Attachment "A", Scope Of Work. Payment of expenses deemed extraordinary by mutual agreement of Consultant and Company shall be negotiable.
8. Confidential Information: Consultant agrees that any/all information received by Consultant, which concern the personal, financial, or other privileged affairs of Company associated with the furtherance of Consultant's obligations to Company will be treated by Consultant as proprietary and confidential.

Frontier TeleNet

BY: _____

Connections, LLC

BY: _____

ATTACHMENT "A"

**Scope of Work
for
Frontier TeleNet**

Services To Be Rendered By Consultant

- A. All services and functions associated with both day-to-day and strategic elements of the marketing strategies of Frontier TeleNet.
- B. Provision of all necessary office space, utilities, furniture, and all office equipment including computers, telephone, fax/copy machines and file cabinets required in the ordinary operation of Frontier TeleNet and Frontier Digital Network.
- C. Provision of all vehicles and all operating expenses associated therewith required by Consultant in the performance of duties and/or services as described herein.
- D. Certain other services and duties deemed by mutual consent of Company and Consultant to be necessary and/or advisable in the best interests of or pursuant to the general welfare of Frontier TeleNet, Frontier Digital Network and/or Frontier Regional 9-1-1 Communications Agency.

Marketing Director Job Duties:

- Develop marketing strategies to identify short-term and long-range issues that must be addressed including pricing, potential new customers / partners, recommending options and courses of action to the FTN Board and implementing directives.
- Identify a more diverse customer base by developing marketing plans and programs for the system and directing promotional support.
- Maintains relations with customers by identifying specific customer needs; determining FTN presence at conventions, meetings, trade associations, and other market oriented opportunities.
- Provide short- and long-term market forecasts and reports to the Board.
- Influences present and future services by determining and evaluating current and future market trends.
- Develop new uses for the existing system by analyzing current and future uses of the network; acquiring and analyzing data; consulting with internal and external sources.
- Maintains database of opportunities by identifying and assembling market information.
- Provides marketing information to the Board by answering questions and requests.
- Achieves financial objectives by growing and diversifying the current customer base.
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
- Contributes to the continued success of the network by accomplishing related results as needed.
- All other duties as assigned by the Frontier TeleNet Board.

Frontier TeleNet

BY: _____

Date: _____

Connections, LLC

BY: _____

Date: _____

FRONTIER TELENET
BOARD OF DIRECTORS MEETING
MINUTES
NOVEMBER 10, 2016

The regular meeting of the Board of Directors for Frontier TeleNet was called to order by Chairman Steve Shaffer at 4:40 P.M. This meeting was held in the conference room of the North Central Education District, 135 South Main Street, Condon, Oregon.

Directors Present: Judge Steve Shaffer, Judge Lynn Morley and Judge Gary Thompson by telephone.

Also Present: Mike Smith, Sherman County, Garrett Winter, Day Wireless, Ron Spenser, Motorola Solutions, Ryan LeBlanc, Day Wireless, Steve Wynne, Day Wireless, Todd Cox, Day Wireless, Ken Gross, Home Telephone, Mac Stinchfield, Times-Journal Newspaper, Rachel Weinstein, Giliam County, April Stream, Frontier 911, Kathryn Greiner, City of Condon, Dale Scobert, City of Condon, Brian Morgan, Windwave, Blake Lawrence, Windwave, Delene Durfey, Rob Myers, Frontier Telenet General Manager and Jeanne Burch, Staff.

Minutes: Minutes of October 17, 2016 Board of Directors Meeting reviewed. Moved by Lynn Morley, seconded by Gary Thompson to approve October 17, 2016 meeting as presented. Motion carried with all present voting aye.

Financial: Financial Statement for October 2016 reviewed. Moved by Lynn Morley, seconded by Gary Thompson to approve October 2016 financial statement as presented. Motion carried with all present voting aye.

Annual Audit: No update.

Old Business:

Sherman County Fiber Project Update: Mike Smith and Blake Lawrence gave an update on Sherman County Fiber Project. The project will be ready to go by Thanksgiving. The Erskine to Grass Valley portion finished. Mike Smith met with the Grass Valley City Council and reports they are very pleased. Phase 3 will be Wasco to Rufus.

Frontier TeleNet RFQ/RFP: Rob Myers reported there had been two responses to the RFQ/RFP. First opened was Home Telephone: Home Telephone response included only ROM per mile installation estimates there were no project totals or quotes. Ken Gross representing Home Telephone explained that there was not enough time to do engineering for a detailed project but that the cost per mile for aerial installation is \$18,000.00 and buried installation is

\$45,000.00 per mile. Mike Smith asked how many conduits go in the ground and Ken Gross answered that they usually do two but more can be added. Ken Gross also talked about an alternative proposal where Frontier Telenet would loan Home Telephone money for the project and would make money on the interest.

Inland Development Responses and Quotes: Blake Lawrence representing Inland Development presented a quote for RFQ 816, Slatt to Condon at the cost of \$2,080,185.00. RFQ 817, Condon/NCESD to Wheeler County Courthouse in Fossil \$2,186,185.00 for a total cost of \$4,266,370.00 for both phases. This quote is for 10 GB and also dark fiber. There was a discussion about whether Erskine would be a better location for the head end main connection. Ryan LeBlanc reported that some of this being done now with the Core upgrade.

Also reported that the build from Wasco to Rufus would be \$868,000.00.

Steve Shaffer asked how the connection with Day Wireless would work. Ryan LeBlanc replied if Gilliam County owns the fiber, Gilliam County would be responsible.

Rachel Weinstein asked if there is a lease, what would be the length of lease and also how service would be extended to rural customers. These questions not answered at this time.

Condon RFP: Steve Shaffer read a letter from the City of Condon asking to partner with Gilliam County on the middle mile installation. Steve Shaffer will meet with the City of Condon about this opportunity.

Connections LLC: A lengthy discussion held on the contract with Connections LLC for the Executive Marketing Director position. It was pointed out that the contract does cover both the Frontier TeleNet and Frontier Digital Network entities and also the Frontier Regional 911. At this time it is best to pay the monthly remuneration from Frontier TeleNet. Lynn Morley asked if the contract was going to be signed by Connections LLC and the answer was yes. It was pointed out that Mike Smith dba Connections LLC had done substantial work during the month of October 2016. Moved by Gary Thompson, seconded by Steve Shaffer to start the Connections LLC Personal Services Contract with a date of October 1, 2016. Motion carried with all present voting aye.

Wireless System Upgrade: Ryan LeBlanc reported that parts for this upgrade have arrived at the Day Wireless facility and that project will be underway right away.

New Business:

Frontier TeleNet Purchasing/Pricing Structure: Steve Shaffer stated that there needs to be attention to the Frontier TeleNet pricing structure as there is marketing for broadband opportunities. There is a need for a different pricing structure in the next year and he would request that an analysis could be available by January 2017.

Other:

North Central Education District Withdrawal. Steve Shaffer reported that a letter from North Central Education District has been received requesting withdrawal as a partner from Frontier TeleNet. Discussion followed if Frontier TeleNet should remain as a three county entity or should other organizations be added. Moved by Lynn Morley, seconded by Gary Thompson to accept the withdrawal of North Central Education District from Frontier TeleNet effective immediately. Motion carried with all present voting aye. It was agreed that at the next meeting a decision needs to be made on how the structure of Frontier TeleNet will be and how to restructure an ORS 190.

Next Meeting: Schedule of next meeting not decided at this time.

There being no further business, the meeting adjourned at 6:08 P.M.

Respectfully Submitted:

Jeanne E. Burch, Frontier TeleNet Staff

FRONTIER TELENET
BOARD OF DIRECTORS MEETING
MINUTES
DECEMBER 20, 2016

The regular meeting of the Board of Directors for Frontier TeleNet was called to order by Chairman Judge Steve Shaffer at 10:09 AM. This meeting held in the conference room of the North Central Education District at 135 S. Main Street, Condon, Oregon.

Directors Present: Judge Steve Shaffer, Judge Gary Thompson and Judge N. Lynn Morley.

Also Present: April Stream, Ken Gross, Mac Stinchfield, Les Ruark, Rachel Weinstein, Rob Myers and Jeanne Burch.

Public Input/Comment. Les Ruark asked if he could make a comment on items on the agenda. Directors pointed out that later in the agenda he would have a chance to make comments.

Directors Changes to Agenda: No Changes at this time.

Minutes: Minutes of November 10, 2016 Board of Directors Meeting reviewed. Moved by Gary Thompson, seconded by Lynn Morley that minutes be approved as presented. Motion carried with all present voting aye.

Financials: Financial information reviewed. Steve Shaffer noted that revenue appears to be slow to come in. Steve Shaffer asked Rob Myers about the financial bills for core update. Rob Myers replied that core update is on schedule and also in the budget. Steve Shaffer also inquired about the upgrade on the Roosevelt Tower. Rob replied that work was progressing as weather permitted. Jeanne Burch reported to the Board that a transfer of funds from contingency to personal services would be necessary to accommodate salary for new Executive Director of Marketing. Resolution No. 4, a Resolution Transferring Funds was reviewed. Moved by Lynn Morley, seconded by Gary Thompson to approve Resolution No. 4 transferring \$55,000.00 from Contingency to Personal Services line item in 2016-2017 Budget. Motion carried with all present voting aye. Moved by Gary Thomas, seconded by Lynn Morley to approve financial statement as presented. Motion carried with all present voting aye.

A lengthy discussion held on the need to loan money to Frontier Digital from Frontier Telenet. This loan is necessary as the SIEC Grant is a reimbursement grant and there will not be sufficient funds in Frontier Digital to advance this money. This item will be discussed in the Frontier Digital Network Board Meeting.

Discussion/Possible Action on Request for Quotes (RFQ) 816 and Request for Quotes (RFQ) 817. RFQ 816 is for connectivity Arlington to Fossil. RFQ 817 is for connectivity Wasco to Rufus. Rob asked if we can arrange contract based on RFQ versus Request for Proposal (RFP). Rob

Commented [1]: Oved b

said he had tried to ascertain the answer, with his contacts at the State of Oregon and other resources, but answers to inquiries not received as of this meeting. Rob suggested it might be wise to go out for an RFP and make some items more specific. Lynn Morley noted that Wheeler County Court voted to go aerial versus buried fiber for the Wheeler County portion of the project. There was a discussion about aerial versus buried and it was concluded there is always a backup with the wireless system. A discussion also had regarding proposed partnerships. It was noted that formal public partnerships require an RFP. Lynn Morley pointed out there is a big difference between a partnership and a contract for service. Lynn Morley moved to draft RFP 816-817, Motion died for lack of a second. Lynn Morley made a motion to issue RFP 816, Arlington to Fossil, RFP 817, Wasco to Rufus and RFP 818, Fossil Project. Discussion: Gary Thompson discussed the route that RFP 817 would take. Gary Thompson would like the proposed route changed from going down Scott Canyon, as there is a brand new road in that section, and Sherman County Road Department would not like to see digging in the new road. Possibly need easements for a different route. Motion carried with all present voting aye.

NCESD Withdrawal. The North Central Education District has tendered their withdrawal from the Frontier Telenet ORS 190 Organization. Steve Shaffer will be working with Legal Counsel, Will Carey, to ascertain the proper documentation for this withdrawal and also what other alternatives may be an option for Frontier TeleNet and Frontier Digital Network.

Public Comment:

Ken Gross from Home Telephone suggested that an engineering firm be retained to work on the RFP details. Ken pointed out the engineering firm can work out all the details so that those responding to the RFPs would have complete detail. Rob Myers questioned how to retain engineering firm. Ken also mentioned his earlier suggestion that a construction loan could be made to the RFP recipient and this would generate money back for Frontier TeleNet.

Les Ruark from Rock Creek, Oregon asked if it was a proper understanding that North Central Education District had withdrawn from Frontier TeleNet and was the withdrawal accepted. Les also questioned how the ORS 190 would be restructured. Judge Shaffer replied that the North Central Education District withdrawal letter was accepted and that legal counsel was being consulted to draw up the proper agreements regarding the ORS 190. Les also asked some quality questions about the structure of the Frontier Telenet organization.

Rachel Weinstein asked if there was not a sense of urgency for a plan to secure the grant money for Wheeler County portion of the project. Lynn Morley answered they are working with the State of Oregon and presenting a plan that will secure the funds. Rachael also asked for clarification on obtaining an engineering firm. Rob Myers answered that he needed to research the proper way to obtain a firm.

A discussion held on the technical term "Hand Holds" for the system was discussed.

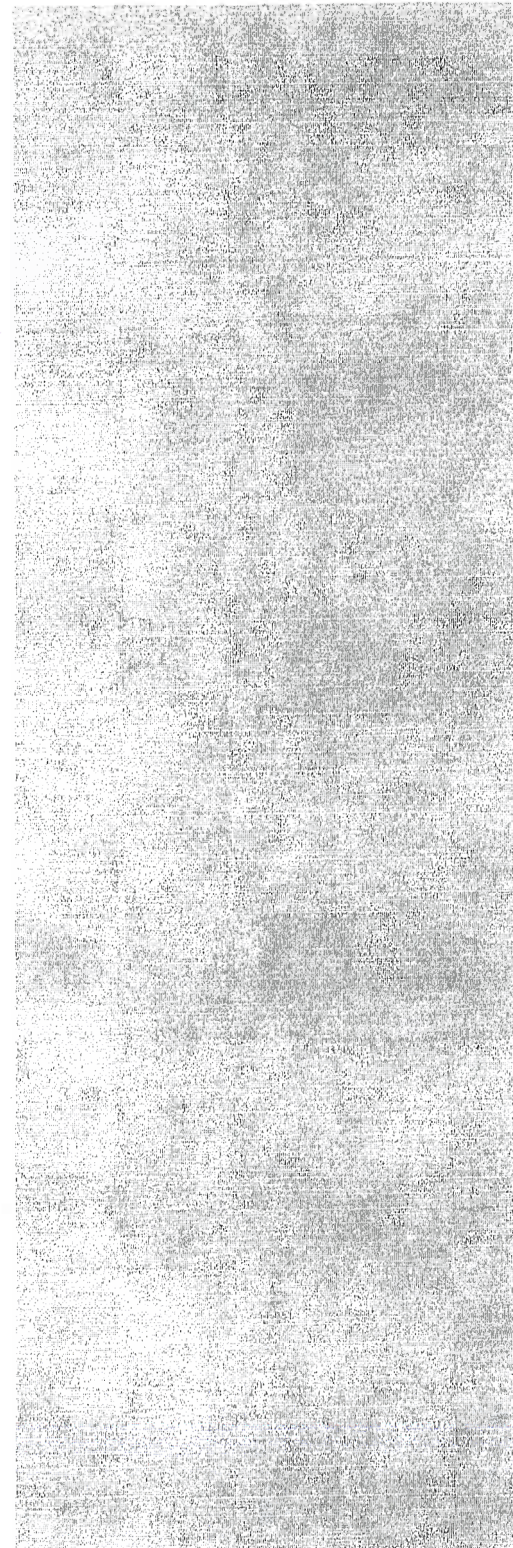
Next Meeting: The next meeting of the Frontier TeleNet will be January 25, 2017 at 2 PM at 2 PM in Fossil following the Tri-County Court Meeting.

There being no further business the meeting adjourned at 11:30 P.M.

Respectfully Submitted

Jeanne E. Burch

Frontier TeleNet Staff.



FRONTIER TELENET
BOARD OF DIRECTORS MEETING
JANUARY 25, 2017
MINUTES

The regular meeting of the Frontier Telenet Board of Directors was called to order by Chairman Judge Steve Shaffer at 2 P.M. This meeting held in the large meeting room of the Jeanne E. Burch Building, 401 Main Street, Fossil, Oregon.

Directors Present: Judge Steve Shaffer, Judge Gary Thompson and Judge N. Lynn Morley.

Also Present: Joe Dabulskis, Tom McCoy, Mike McArthur, Mike Smith, Mac Stinchfield, Kathryn Greiner, Kathleen Cathy, Les Ruark, Ryan LeBlanc, Rob Myers, Ken Gross, Rachel Weinstein, and Jeanne Burch,

Public Input or Comment: None

Directors Changes to the Agenda: Gary Thompson asked that Mike Smith give an update on marketing and this be added to the agenda.

Minutes: Minutes of December 20, 2016 Frontier Telenet Board of Directors meeting reviewed. Moved by Gary Thompson, seconded by Lynn Morley to approve minutes as presented. Motion carried with all present voting aye.

Financial Report: Financial Report for the month of December, 2016 reviewed. Gary Thompson inquired if we have a lease on Goldendale site. Rob Myers answered, no, not at this time. Moved by Lynn Morley, seconded by Gary Thompson to approve financials as presented. Motion carried with all present voting aye.

Marketing Report: Mike Smith reported that he is working with four different customers in Sherman County that wish to connect to Frontier Telenet. There is a need to discuss non-recurring costs and a discussion with the Sherman County Court. Meeting with Arlington Co-OP TV was a success as they were able to find out how to upgrade their site at Slatt. Arlington TV requested that Windwave does the update and the Arlington Co-Op requested that Frontier Telenet contract with Windwave and the Arlington TV Co-Op will deal directly with Frontier TeleNet on the cost of the project. Arlington TV Co-Op will pay for this construction cost directly to Frontier Telenet in one payment. Mike Smith and Rob Myers will work on the details of this project. A question from the audience on acronyms used during this presentation. Mike Smith replied that NRC=Non Recurring Costs. MRC=Monthly Recurring Costs. Mike also reported that he has a meeting with Lightspeed, Gorge Net and Centurylink. The initial meeting

canceled and this meeting will now occur on February 10, 2017. All contracts will go through legal counsel before signing.

Old Business:

SIEC Grant: Mike Smith gave the background on the SEIC Grant and Jeanne Burch explained how money could be loaned to Frontier Digital to pay the incoming invoices on this project. Since this is a reimbursement grant, it is necessary for Frontier Telenet to loan Frontier Digital Network funds to pay the costs before reimbursement received from the State of Oregon. Moved by Lynn Morley, seconded by Gary Thompson to approve loaning Frontier Digital Network \$265,465.00 to be used for the SIEC Project. Motion Carried with all present voting aye.

Core Network Project: Ryan LeBlanc reported that tower work is at a standstill because of weather. Black Butte link toward Condon is up and running. New switches are up and running on the Black Butte, Condon, Airbase link. Work still needed on the Kent Elevator and the project is half way complete.

RFP/RFQ: Gary Thompson asked for an update on the Frontier TeleNet RFP/RFQ. Rob Myers replied there is only one response. Rob stated some details need to be updated. There was a discussion about readvertising the RFP. Mac Stinchfield, Times Journal, noted that there was a motion at the last meeting for Rob Myers to advertise the RFP with updates. This vote passed. Rob Myers will work with Judge Thompson to readvertise the RFP with updates.

Public Input/Comment:

Les Ruark commented that in the correct parliamentary procedure, if a motion is brought to the table it should be added to the agenda. Mike McArthur of Association Oregon Counties, replied that this is the proper procedure.

Kathryn Greiner inquired if the withdrawal of the North Central Education District from Frontier TeleNet had been sent to legal counsel. She also asked if North Central ESD is still a member of Frontier Telenet. Steve Shaffer replied that yes it had been forwarded to legal counsel, but they have been busy with other items, and not dealt with this yet. Steve Shaffer also replied that North Central ESD is not a member of Frontier Telenet.

Kathryn Greiner asked Lynn Morley if Wheeler County had received their money from the State of Oregon. Lynn Morley replied that paperwork completed and that money is secure. Kathryn Greiner also asked if Wheeler County was going aerial. Lynn Morley replied that Wheeler County is still looking at options.

Rachel Weinstein: Inquired if Frontier Telenet or Wheeler County had looked into a USDA Grant for the project. Deadline is March 13, 2017 and Mike Smith reported he would look into this.

Les Ruark: Inquired about the status of consolidating of Frontier Telenet and Frontier Digital under one ORS 190. Rob Myers replied that Legal Counsel, Will Carey, is still working on this and has not provided an answer.

Kathleen Cathy from Senator Wyden's office stated that USDA representative would be happy to meet with Frontier Telenet at any time.

Next Meeting: Not set at this time.

There being no further business the meeting adjourned at 3:11 P.M.

Respectfully Submitted:

Jeanne E. Burch

Frontier Telenet Staff

Dabulski's

Joe Dabulski's	Sherman Co
Tom McCoy	"
Gary Thompson	Shan Co
Mike McArthur	ADC
Sydney Morley	Wheeler Co.
Mike Smith	FTN
Tom McCoy	Sherman Co
Mac Stinchfield	Times Journal
Kathryn Sherrin	City of Concord
Kyle Selby	Sa. Wyde
Joe Ruark	Self
Ryan LeBlanc	Day Wireless
Rachel.	
Rob	
Jeanne	
Steve	
Ken Leross	

Sherman County Commissioner Tom McCoy
Sherman County Commissioner Joe Dabulskis
Will Carey, Annala, Carey, Baker, Thompson & VanKoten, P.C.
Wheeler County Commissioner Debbie Starkey
Wheeler County Commissioner Robert Ordway
The Times-Journal, Condon, Oregon

Sherry Woods Kaseberg
Wasco, Oregon
sherryk@gorge.net
Sherman County eNews
<http://shermancountynews.com>
Sherman County, Oregon, A Historical Collection
<http://shermancountyoregon.com/>

October 20, 2016 initial request
November 15, 2016 reminder
December 11, 2016 reminder
and
January 22, 2017

Board of Directors and Staff, Frontier TeleNet/Frontier Digital Network:
Sherman County Judge Gary Thompson
Gilliam County Judge Steve Shaffer
Wheeler County Judge Lynn Morley
North Central ESD Superintendent Robert Waltenburg
General Manager Rob Myers
[Marketing Director Mike Smith]
Staff: Jeanne Burch

[Please read this into the record on January 25, 2017, under public input/comment on the agenda.]

Please provide, electronically, the following records with the exception of the [previously sent] documents provided by Sherman County:

All Legal Notices, Requests for Qualifications/Proposals, Agreements and Contracts regarding and/or between Windwave Communications and/or Windwave Technologies, Inc., Inland Development Corporation, Management Resources and Sherman County or Frontier TeleNet.

All Legal Notices, Requests for Qualifications/Proposals, Agreements and Contracts regarding and/or between Rural Technology Group and Frontier TeleNet, Sherman County, Windwave Technologies, Inc., and/or Inland Development Corporation.

Respectfully,

Sherry Kaseberg

cc:

Gilliam County Commissioner Mike Weimar

FRONTIER TELENET
SPECIAL MEETING MINUTES
MAY 5, 2017.

The special meeting of the Frontier Telenet Board of Directors was called to order by Chairman, Judge Steve Shaffer at 2:10 P.M. This meeting was held in the courtroom of the Giliam County Courthouse in Condon, Oregon.

Board Members Present: Judge Steve Shaffer, Judge Gary Thompson and Judge Lynn Morley.

Also Present: Todd Cox, Day Wireless System, Ryan LeBlanc, Day Wireless System, Dale Sobert, City of Condon, Mac Stinchfield, Times-Journal Newspaper, Will Carey, Frontier TeleNet Attorney, Lori Anderson, Mike Smith, Frontier Telenet Marketing Director, Rob Myers, Frontier Telenet General Manager and Jeanne E. Burch, Staff.

Public Input:

1. Steve Shaffer read into the record the following email received from Sherry Kaseberg.

Judge Shaffer, In January you assured me that you would have my request for Frontier TeleNet public records on your next meeting agenda...now scheduled for May 5th. I asked you to read it into the record. See below.

Respectfully,

Sherry Kaseberg

October 20, 2016, November 15, 2016, December 11, 2016 and January 22, 2017.

Board and Directors and Staff, Frontier Telenet/Frontier Digital Network

Sherman County Judge Gary Thompson

Giliam County Judge Steve Shaffer

Wheeler County Judge Lynn Morley

North Central ESD Superintendent Robert Waltenburg

General Manager Rob Myers

Marketing Director Mike Smith

Staff Jeanne Burch

Please read into the record on January 25, 2017, under public input/comment on agenda.

Please provide, electronically, the following records with the exception of the (previously sent) documents provided by Sherman County:

All Legal Notices, Requests for Qualifications/Proposals, Agreements and Contracts regarding and/or between Windwave Communications and /or Windwave Technologies, Inc., Inland Development Corporation, Management Resources and Sherman County or Frontier TeleNet.

All Legal Notices, Requests for Qualifications/Proposals, Agreements and Contracts regarding and/or between Rural Technology Group and Frontier TeleNet, Sherman County, Windwave Technologies, Inc. and/or Inland Development Corporation.

Respectfully,

Sherry Kaseberg

2. Les Ruark contacted Judge Shaffer regarding setting agenda items. His concern is that there needs to be more input from the public before special meetings are held. Will Carey stated some of Mr. Ruark's concerns would be addressed in the proper way to request public records which are an agenda item at this meeting.

Discussion of Contracting and Procurement Rules: Will Carey made a presentation about a firm that specializes in Contracting and Procurement Rules. Mr. Carey recommendation was that Frontier TeleNet develops Contracting and Procurement Rules and asked for permission to hire a firm to prepare these. There was a discussion on the benefit of having these rules for Frontier TeleNet. Will stated that these rules could be put in place quickly. Moved by Gary Thompson, seconded by Lynn Morley to instruct Will Carey to contract with Speer Hoyt, LLC to provide these rules for Frontier TeleNet. Motion carried with all present voting aye.

Discussion of Records Request Policy as Provided by Counsel: Steve Shaffer asked if Rob Myers had anything on this issue. He stated he had sent information to Board Members. Rob also stated that it is better if Will Carey comments on this issue. Mr. Carey said that there were two records requests received. These requests can be referred to legal counsel to produce. If the request is denied then the person making the request can go to the District Attorney. The District Attorney can instruct the entity to produce records. If the District Attorney does instruct the entity to comply with request and they do not, then they can go to Circuit Court. The procedure would be for the person making the request to file with the Circuit Court seeking an order to have the documents turned over. If the person making the request wins in Circuit Court than the entity must pay the legal fees. At present the request from the Sherman County resident is at the District Attorney level. Will Carey also stated that he had sent a resolution to be presented to the Frontier TeleNet Board at the next meeting regarding the procedure for these requests. There also will be a form that the person making the request must fill out. This form states there could be costs for time and copies to fulfill the request. Costs must be reasonable. Therefore the person requesting the copies will know what the costs will be upfront. Jeanne Burch reported that the request she has received want electronic records. Will

stated that does not mean you cannot bill for time spent scanning and sending records electronically. The document stating procedure and fees will be on the next agenda.

Discussion of Records Retention and Location for Storage: Rob Myers will be leaving Frontier TeleNet on July 1, 2017. Most of the records are stored with Rob Myers and Will Carey stated these need to be moved to a secure location when Rob leaves. It was ultimately decided that records will be moved to the Gilliam County Courthouse. Eventually the records will be converted to electronic form. Mike Smith stated that on his list to do was to set up a web site where minutes, agendas and other documents could be posted.

Discussion of LSN Contract Change at Slatt Site: Mike Smith reported he had met with Light Speed Network (LSN) in Moro regarding renting space from Frontier TeleNet in Arlington at Slatt. LSN stated they would like to drill through the wall into the building and gain access to Frontier TeleNet at Slatt. Mike Smith stated his concern was the Krebs Lease for that site. It was the consensus of the Board to move forward and bring information to next meeting.

Audit Contract: The audit contract from Oster Professional Group presented for the 2017-2018 audit. Moved by Lynn Morley, seconded by Gary Thompson to approve audit contract with Oster Professional Group for 2017-2018 fiscal year. Motion carried with all present voting aye.

Budget Calendar. Moved by Lynn Morley, seconded by Gary Thompson to approve the proposed budget calendar for the 2017-2018 fiscal year. Motion carried with all present voting aye. Budget Committee will meet on June 2, 2017.

Request by Frontier Regional 9-1-1 Agency to Dispatch 911 Connectivity to Burns-Paiute Tribe. Mike Smith reported that Frontier Regional 911 had received a request to dispatch for the Burns-Paiute Indian Tribe. The Tribe has been presented a cost of \$60,000.00 to connect to Frontier Regional 911. Mike Smith will report on this matter at next meeting. Ryan LeBlanc asked if other Harney County agencies wish to join Frontier Regional 911 would there be additional costs to Frontier TeleNet. Ryan LeBlanc will provide costs at next meeting.

Public Input: Ryan LeBlanc reported that the Upgrade of Frontier TeleNet is complete. Ryan asked if he should work with Motorola on the next update. Consensus to the Board for Ryan to proceed.

Next Meeting: June 2, 2017 at 10 AM or following the conclusion of the Frontier TeleNet Budget Committee Meeting.

There being no further business, the meeting adjourned at 3:45 P.M.

Respectfully Submitted:

Jeanne E. Burch

Frontier TeleNet Staff

Todd Cox Dry Wireless
Ryan LeBlanc DWS
Lori Anderson

Dale Robert City of Concord

Mac Finchfield

Lynn Maloy

WILL CAREY STTY

STEVE SHAFER Gilliam County

GARY THOMPSON Sherman Co.

Mike Smith

Rob Myers

Next Meeting

FRONTIER TELENET
BOARD OF DIRECTORS MEETING
JUNE 16, 2017
MINUTES

The regular meeting of Frontier TeleNet Board of Directors was called to order by Vice-Chair Gary Thompson at 10:20 AM. This meeting held in the Conference Room of the North Central Education Service District, 135 South Main Street, Condon, Oregon.

Roll Call: The following attended this meeting. Judge Gary Thompson, Judge Lynn Morley, Judge Steve Shaffer, by telephone, Ryan LeBlanc, Day Wireless System, Todd Cox, Day Wireless System, Garrett Winter, Day Wireless System, Ron Spencer, Motorola Solutions, Steve Wynn, Day Wireless System, Mike Smith, Frontier Telenet/Frontier Digital Marketing Director, Will Carey, Legal Counsel, Pat Shaw, Gilliam County Resident, Mac Stinchfield, Times-Journal Newspaper, Les Ruark, Gilliam County Resident, Kathryn Greiner, City of Condon, Elizabeth Farrar, Gilliam County Resident, Ken Gross, Home Telephone, Lori Anderson, Rob Myers, Frontier Telenet/Frontier Digital General Manager and Jeanne Burch, Frontier Telenet/Frontier Digital Staff.

Directors' Changes/Additions to Agenda: Request to add Jeanne Burch resignation to agenda.

It was agreed to have this item added to Agenda and Judge Thompson requested that this matter is discussed first.

Public Input:

Resignation: Jeanne Burch explained the reason for her resignation. Jeanne felt that the recent letters in the Times Journal Newspaper had gone too far in indicating that Frontier TeleNet Contractors have been doing things that are not legal and not being honest. Since Jeanne is one of the four contractors she feels that these unwarranted accusations are not right and she is resigning. Jeanne said she would stay to finish up the minutes, financial reports for this fiscal year and arrange the materials for the auditors, which they have requested to be boxed up by July 5. Jeanne also stated she would finish the budget documents for the fiscal year and file with proper State of Oregon Department.

Mike Smith followed up Jeanne's comments with a statement that something needs to be done about these unwarranted accusations in the newspaper regarding Frontier TeleNet. Legal Counsel Will Carey stated the Board of Directors needs to respond to articles.

Ryan LeBlanc	DWS	
TODD Cox	DWS	
GARRET WINTER	DWS	
Gary Thompson	Shannon	
Ron Spencer	Motorola Solutions	425-785-0548
Steve Wynn	DWS	
Mike Smith	FTN/FON	
WILL CAREY	CITY	
Pat Shaw		
Mac Smithfield -	Times Journal	
Kathryn Mueser	City of Condon	
Bob Ruark	self as interested person	
Ken Gross	Home Tel	
Leurie Anderson		

FRONTIER TELENET
BOARD OF DIRECTORS SPECIAL MEETING

June 29th, 2017

MINUTES

This special board meeting of the Board of Directors for Frontier TeleNet was called to order by Chairman, Judge Steve Shaffer at 2:25 PM. This meeting held in the court room of the Gilliam County Courthouse in Condon, Oregon.

Directors Present: Judge Steve Shaffer, Judge Gary Thompson, Judge N. Lynn Morley

FTN Staff Present: Mike Smith

Also Present: Kathryn Greiner, Mac Stinchfield, April Stream, Rene Heidi, Shannon Coppeck

Public Input: None

Directors Changes or Additions to Agenda: None

Discussion was held around the Oregon Government Ethics Commission (OGEC) fine of Frontier TeleNet for failing to report lobbying efforts on quarterly reports. Notices are sent by e-mail to the Board Chair. It was discovered the notices from the OGEC were sent to Judge Perry, who had been recalled and the e-mail account had been shut down. This is the period in question and no other Board member was notified about the missing reports. The original fines were \$7800.00, but were negotiated down by Judge Shafer and Rob Myers due to the lack of notification by the OGEC and other factors. Mr. Myers has volunteered to personally pay any fine if it were his responsibility; however, the OGEC found no fault with Mr. Myers and believed the Board should hold some responsibility in delivering the reports even without the standard notification. While Judge Shafer expressed disappointment that the fine was not completely removed due to the OGEC's failure to notify the Board, he felt this was the best offer the commission would make.

A deadline of paying a reduced fine of \$1750.00 by July 15th 2017 was set by the OGEC and is the reason for this special meeting since the regular meeting date of the 21st would be too late.

A motion to pay the fine was made by Judge Thompson and seconded by Judge Morley.

There was no further discussion and the motion passed unanimously.

Next Meeting: Frontier Digital at 9:00 and Frontier TeleNet 10:00 July 21st 2017 at the Gilliam County Courthouse in Condon Oregon.

There being no further business, the meeting adjourned at 3:00 PM

Respectfully Submitted

Mike Smith Frontier TeleNet Staff