



## Frontier TeleNet Board of Directors Meeting

*Pursuant to ORS 192.650 and an associated policy adopted by Frontier TeleNet Board of Directors (Board) on January 25, 2019 and reaffirmed on October 23, 2019, the audio recording of a Board meeting constitutes the meeting's official record. Audio recordings of Frontier TeleNet Board meetings are publicly accessible via the Frontier TeleNet website ([www.frontiertelenet.com](http://www.frontiertelenet.com)). Written minutes of meeting occurring after October 23, 2019 are provided for convenience only.*

**Meeting Date/Time:** Wednesday, June 24, 2020 10:00 am Pacific Time

**Meeting Location:** Teleconference

**Physical Location:** 401 Fourth Street, Fossil, OR 97830

**Zoom:** [https://zoom.us/rec/share/15NpaLXTq3IIY6\\_g2XH0GZ5wTqG\\_X6a81SQd-fZby052KnYauGaLqxMA0rbm9N\\_b?startTime=1593018023000](https://zoom.us/rec/share/15NpaLXTq3IIY6_g2XH0GZ5wTqG_X6a81SQd-fZby052KnYauGaLqxMA0rbm9N_b?startTime=1593018023000) Meeting ID: 939 4440 0979

**Teleconference Dial-in:** 669-900-9128 Meeting ID: 939 4440 0979

**In attendance:** Judge N. Lynn Morley, Judge Joe Dabulskis, Judge Elizabeth Farrar

**Public Present:** Kathryn Greiner, Gary Bettencourt, Brenda Snow Potter, Steve Wynn, Ryan LeBlanc, Sandy McKay; Tim Reneau, other unknown numbers were listed but names were not provided.

**Public recording the meeting:** N/A

**Meeting minutes prepared by Brenda Snow Potter, Wheeler County**

### REGULAR MEETING AGENDA

- 1.0 Called to Order; Establish Quorum; Introductions; Additions/Revisions to Agenda**
- 2.0 Public Hearing:** FY 2020-2021 Budget
  - No Public Comment
  - 2.1 Consider Approval of FY 2020-2021 Budget: Motion made by Joe D. to approve as presented; second by Liz F. Unanimously approved.
- 3.0 Old Business:**
  - 3.1 Consider Selection of Project Management Services Proposals for Cottonwood Site
  - 3.2 Consider Selection of Project Management Services Proposals for Roosevelt Site
    - Joe D. had communication with Mosier Net, Real Industries, Sage Technology, and Pillar Consulting. Sage and Pillar submitted proposals for both projects. Sage came in at a much lower rate than Pillar.
    - Motion made by Joe D. to award both projects to Sage Technology; second by Liz F. Unanimously approved.
    - Cottonwood proposal - \$16,720; Roosevelt proposal - \$11,440
- 4.0 New Business**
  - 4.1 Consider Approval of ODOT Co-Location and Access Agreement for Keyes Mountain Site
    - Per Lynn M., Don H. will review the agreement and present at the next meeting. No action required today.
- 5.0 Day Wireless Update:**
  - 5.1 Steve W. introduced Tim R.. Tim R. has taken over for Todd Cox. Steve W. has been promoted and will now be located in Sherman County but will continue to provide services to FTN.
    - Tim R. provided the board with an update on current projects. The Roosevelt Site experience numerous power outages in the month of May. The upcoming replacement of the generator should remedy this issue.
    - The link between Bakeoven and Tygh is almost complete.

The refresh of the switch in Erskine will start Monday, June 29<sup>th</sup> and should take approximately 4 weeks to complete.

The John Day run experienced outages when American Tower (AT&T) removed FTN equipment from their tower. During the sale of the tower from one entity to another, the agreement with FTN was lost in the transition. Day Wireless was notified of the outage and responded. A temporary link was established at the Fopiano Ranch site. Day Wireless is working with Lynn M. to reapply with American Tower. Other options are also being looked into, such as upgrading equipment at Fopiano.

To remedy future incidents like this Day Wireless will provide the board with a list of all tower locations and someone appointed by the board will verify agreements for all locations. These agreements will then be presented to counsel for review.

Frontier TeleNet owns most of the towers. Other leased sites require notification prior to removing equipment. Ryan L. recommends an annual review of these agreements.

Per Ryan L., the UPS in Erskine was serviced in May. It now has new batteries and is working properly.

Steve W. added that the Windwave audit was put on hold due to COVID. Wheeler, John Day, and Central Oregon still need to be audited.

#### **Other Matters:**

Gary B. stated that it is imperative that the FTN Board know where everything is located. He wants to know how this is being insured. Who is tracking, maintaining records, and managing the system? He requested the Board identify a manager.

Gary B. also requested that he receive updates from Ryan L. on the Cottonwood site project. Consensus of the board was to allow Ryan L. to provide this to Gary B.

Kathryn G. asked when FTN will be connecting to Condon's dark fiber. It is her understanding that the dark fiber was installed specifically for Frontier Regional 911. She asked that the matter be on the next agenda. Lynn M. agreed.

#### **6.0 Adjournment:** 10:39 am