



## Meeting Minutes

Frontier TeleNet Board Meeting  
10:00 a.m., Friday, July 31, 2020

Due to continued social distancing, the meeting will be conducted via videoconference/teleconference.

The meeting was conducted via Zoom: <https://zoom.us/j/95383707547>

Phone: (669) 900-9128

Meeting ID: 953 8370 7547

Password: 104265

**Board members in attendance:** Lynn Morley, Elizabeth Farrar

**Public present:** Tom McCoy, Steve Allen, Jim Deason, Don Hull, Ryan LeBlanc, Tim Reneau, Steve Shaffer, Steve Wynn, Kathryn Greiner, Garrett Winter

**Note:** Joe Dabulskis was unable to attend.

### 1.0 Call to Order; Establish Quorum; Introductions; Additions/Revisions to Agenda

2.0 **Public Comment:** None.

### 3.0 Financial Matters

- 3.1 Review and Consider Monthly Financial Summaries for April-June 2020: Motion to approve made by Morley, second by Farrar. Vote passed unanimously.
- 3.2 Consider Approval of Resolution 2020-03 to Adopt FY 2020-2021 Budget: Motion to approve made by Farrar, second by Morley. Vote passed unanimously.
- 3.3 Approve Letter to the Oregon Department of Revenue: Hull does not believe that Frontier TeleNet is required to submit a letter to the Department of Revenue. His recommendation is to change the letter to specify that Frontier TeleNet is exempt from this requirement. Farrar asked if this letter has always been sent. It was confirmed that it was being sent annually.  
Hull clarified that there are no penalties associated with the Department of Revenue disagreeing with the claim of exemption.  
Consensus of the Board to approve the letter being rewritten by legal counsel and submitted to Department of Revenue.

### 4.0 Old Business

- 4.1 Update on Cottonwood Tower Site Project: LeBlanc has been working with legal counsel on the request for proposal format to cover the tower, fence, shelter and road improvements. He will also continue working with Day Wireless on the project. He noted that Dabulskis has been speaking with the landowner on the lease. He hopes to have the RFPs out sometime in August.
- 4.2 Update on Collection of Bids for Roosevelt Tower Site Project: LeBlanc has reached out to contractors. Three of these have requested site walk-throughs. He believes it would be unwise to award a contract to an agency that has not done a walk-through of the site. He is continuing to work with legal counsel on the RFP to stay within the law.  
Farrar asked when a bidder would be chosen.  
LeBlanc is aiming for the end of August to have the bids to the Board for approval.

### 5.0 New Business

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## Frontier Telenet Board of Directors Meeting Minutes (Informational Only)

Meeting Date: July 31, 2020

Page 2

- 5.1 Discuss American Tower Site:** Morley shared an email he received from Keith Fearon, American Tower. This email provided a quote to put the equipment back on the tower. Farrar asked which customers depend on this site. Per Morley, Grant ESD uses the site for \$1,200 per month. LeBlanc added that one landowner, Blue Mountain TV, Windwave and Oregon Department of Forestry also use this site. There is a way around using the American Tower for the co-locate. The Fopiano site is currently providing more bandwidth. Morley received a letter from Grant ESD requesting an increase in bandwidth for the coming school year. LeBlanc noted getting that done by September would be tight. Dayville, Eagle Peak and Fopiano would require upgrades for this to work. Reneau is working on quotes for this. It will include the Baldy site guidelines to support the structure. This will be a capital expenditure and will be higher than the first year of least with American Tower. He asked what the best option would be. Farrar is leery of spending money on Grant County. Grant received a grant for fiber. LeBlanc has discussed this with Robert Wattenburg, who stated the project is on the rocks with no foreseeable conclusion. This is a current need due to COVID and homeschooling requirements. Grant ESD is a good customer. Morley would like to help the schools. Farrar stated that Governor Brown is setting aside funds specifically for these projects. Other options need to be explored. Morley will check with Wattenburg and look into other grant funds. Wynn explained that time is of the essence. The start of the school year is one month away. Reneau will have quotes for Fopiano done by mid-week. Morley will schedule a meeting in two weeks to discuss the matter again and review quotes.
- 5.2 Discuss Gilliam County Fiber Connection to 911 Center:** Farrar followed up on Greiner's concern. The fiber has been built and dark fiber is available. The Gilliam Fiber Board will take their new dark fiber agreement to the Frontier Regional 911 Board for consideration. Morley agreed that this would be best presented to Frontier Regional 911 for consideration as they will ultimately be the entity to make the payment. Farrar stated that the PSAP would prefer fiber. She will talk to Bettencourt about putting the matter on their agenda.
- 6.0 Day Wireless Update:** Reneau provided the June update. The microwave link updates were completed. The Motorola upgrade took place. There were power outages at the Roosevelt site, Gordon Ridge and Rancheria. The Dayville outages were caused by legacy equipment failures. The equipment needs to be replaced. He asked for direction from the board on whether or not they would like a quote. Per Wynn the Motorola refresh of the Erskine switch for public safety was successful. COVID restrictions caused delays in the progress. Day Wireless worked as remote techs for Motorola due to company travel restrictions. There were no noticeable breaks in service during the refresh process. The Grant County courthouse and Wheeler County courthouse legacy equipment needs to be replaced. Morley asked Day Wireless to proceed with quotes for replacement. Reneau agreed to have these ready by next week. Farrar agreed with the request. Wynn believes the lightning strike near Rancheria caused that outage. Road construction caused access problems. Reneau noted that Day Wireless's portion of the Windwave audit is complete. They will no longer be working Windwave on this project.

Frontier Telenet Board of Directors Meeting Minutes (Informational Only)

Meeting Date: July 31, 2020

Page 3

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**7.0 Adjourned at 10:41 am**

**Additional Announcements:**

With the exception of public hearings, the Frontier TeleNet Board, in its sole discretion, may make changes to this agenda and/or address other matters it deems appropriate. In addition, the Frontier TeleNet Board may at any time and without prior notice enter into an executive session in accordance with ORS 192.660(2).

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made not less than 48 hours prior to the date/time the meeting is set to begin by contacting Judge N. Lynn Morley at 541-763-3460 or via email to [info@frontier-telenet.org](mailto:info@frontier-telenet.org).