



## MINUTES

QLife Regular Board Meeting  
Tuesday, October 8, 2019  
511 Washington St, Deschutes Conference Room

**Call to Order** Vice-Chair Darcy Long-Curtiss calls the meeting to order at 12:08 PM.

**Roll Call** Tyler Stone, Stephanie Krell, Darcy Long-Curtiss, Dale Lepper, Rod Runyon, John Amery, Kristen Campbell, Mike Middleton, Lynn Ewing, Dan McNeely (via Skype), and Mike Cronin.

### **Changes to the Agenda**

There are no changes to the agenda.

*[[Mr. Runyon moves to approve the agenda. Mr. Lepper seconds the motion, which passes unanimously.]]*

### **Approval of the Consent Agenda**

*[[Mr. Lepper moves to approve the consent agenda. Mr. Runyon seconds the motion, which passes unanimously.]]*

### **Financial Report**

Mr. Middleton presents the financial report to the Board and notes that we are now in the second fiscal month of the year. In the Operations fund, revenues are well ahead of where they were at this time last year due to utility service charges. Receivables are also up from July and expenses are at 10% but anticipated them to be higher by this time because Contracted Services were significantly higher last fiscal year at this time.

In the Capital fund, interest is up from last month. He notes that if the LGIP rate remains where it is, interest will continue on the current trend.

Revenue in the Maupin fund is over budget because of a payment that was received from the City of Maupin on a pass through grant.

Mr. Middleton informs the Board that they should have received pre-audit letters from Merina + Co. These letters are to gauge the Board's opinion as to what is happening in the agency. He asks that they be mailed back to Merina + Co. in the next few days. He expects them to finish the audit soon and receive statements in early November.

### **Introductions**

Mike Cronin, citizen, and Kristen Campbell, new QLife legal counsel, introduce themselves to those in attendance. Mr. Stone mentions to Ms. Campbell about the outstanding legal task of updating public contracting rules.

### **Discussion Items**

**Aristo Technical Management Report**

Mr. Amery informs the Board that there are no new updates surrounding BPA discussions around interconnections, easements and leases. He would like to schedule a meeting with BPA and Mr. Stone to start moving that conversation forward again.

Repair of the damaged fiber repair around E. 15<sup>th</sup> and Jefferson is about to commence. Notification letters for vegetation trimming have been mailed and work is set to begin on October 12. Mr. Amery's theory is that the damage is due to squirrel interference. Mr. Stone asks if he has had any feedback from the notification letters and Mr. Amery states that he has not had any calls from the neighbors.

The St. Mary's Backbone Repair project is complete.

OSPInsight improvement has been moving forward slowly but is ongoing.

Mr. Cronin requests more background information on the St. Mary's project and Mr. Amery explains.

#### **Northern Wasco County PUD Letter**

Ms. Krell informs the Board that an additional letter was received from Northern Wasco PUD revising pole attachment rates for FY 2019. The revised rates are less than previously communicated but are still an increase from FY 2018.

Ms. Long-Curtiss asks if Northern Wasco PUD has completed their audit and Mr. Stone notes that it is still ongoing.

#### **Professional Services Agreement – Campbell Phillips**

Mr. Stone notifies the Board that the agreement is included in the Board packet for their reference.

#### **New York Times Article – Rural America**

Mr. Stone notes to the Board that this article is included in the Board packet for their reference and encourages everyone to continue the conversation on different approaches and opportunities available.

#### **Lone Pine Update**

Mr. McNeely informs the Board that he is working with Northern Wasco PUD on our options of crossing the railroad tracks. He asked PUD to place a taller pole for the crossing as he believes this is the best solution for the project. He is waiting on a reply from Tom McGowan. He also notes that he visited the Water's Edge building and does not anticipate it being difficult to hook up.

Mr. Stone asks if Mr. McNeely was able to confirm where the conduit terminates and Mr. McNeely explains that he has not been able to verify the termination point because he does not have the proper equipment to verify that. Mr. McNeely feels that the best course of action is to include verifying the termination point in the project scope when it goes out to bid and assures him that drawings show the conduit running the entire length that is needed.

Mr. Stone asks for a funding update from Mr. Lepper. Mr. Lepper notes that the \$87,500 funding from the CCO has been approved and he is now waiting to hear back from Coco Yackley. He goes on to say that MCMC will match the funding from the CCO and the remaining project funding will come from USAC when they apply in January.

Mr. McNeely notes that he will finish the design by the end of the month and Mr. Stone would like him to include language in the request for bids that stipulates the build being contingent on funding so that QLife is protected.

**Port Build Update**

Mr. McNeely informs the Board that they are still waiting on the archaeology consultants.

**Maupin Update**

Mr. McNeely informs the Board that Van Dorn was in Maupin last week and the MST is up and tested. Mr. Stone asks if that information has been relayed to Gorge Net and Mr. McNeely says that he would reach out to them directly. Mayor Ewing adds that Gorge Net has scheduled installation so he believes that they are aware.

Mr. Middleton presents the Maupin project closeout report. Revenues totaled \$886,642.26 and expenses totaled \$936,692.83. The \$50,050.57 difference accounts for the amount that came from the Capital fund to start the project. Mr. Stone asks if we can move those dollars back into the Capital fund now but Mr. Middleton explains that a funds transfer was not scheduled for this fiscal year and would have to come before the Board for approval. He reminds the Board that the intent was to give the Maupin fund some time to stand on its own before transfers begin.

The Board enters into Executive Session at 12:44 PM under ORS 192.660 (2)(m)(D) & (E) Discuss information regarding security of telecom systems and data transmission.

**Executive Session**

The Board exits Executive Session at 12:47 PM.

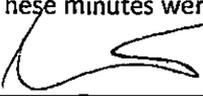
The meeting is adjourned at 12:49 PM

The next regularly scheduled board meeting is set for Thursday, November 7, 2019.

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These minutes were approved by the QLife Board on

11/7/19

  
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Lee Weinstein, Secretary