



MINUTES

QLife Regular Board Meeting
Thursday, October 22, 2020
Via Google Hangouts

Call to Order President Hege calls the meeting to order at 12:03 PM.

Roll Call Scott Hege, Rod Runyon, Dale Lepper, Darcy Long-Curtiss, Lee Weinstein, John Amery, Tom McGowan, Keith Mobley, Dan McNeely, Kristen Campbell, Matthew Klebes, Tyler Stone, Stephanie Krell, and Mike Middleton.

Changes to the Agenda

There are no changes to the agenda.

[[Ms. Long-Curtiss moves to approve the agenda. Mr. Lepper seconds the motion, which passes unanimously.]]

Approval of the Consent Agenda

[[Mr. Weinstein moves to approve the agenda. Ms. Long-Curtiss seconds the motion, which passes unanimously.]]

Finance

Financial Report, Analysis and Reconciliation

Mr. Middleton presents his report to the Board included in the packet. He notes that interest is going to start dropping. He also reports that there was large transfer into the checking account which was initially thought to be related to the Lone Pine project but remarks that it was paid by a third party for one of our customer's previously unbilled service. This deposit will be placed into the Operations fund which will put the utilities executed at a higher rate.

LS Networks receipts for Maupin totaled \$3,500 and they said they were sending us a check. Mr. Middleton will be following up with them because we have not received the check yet.

Mr. Middleton says that he is watching the Contracted Services account because it is higher than anticipated at this time. He will keep an eye on it for budgetary reasons.

Mr. Runyon asks about the Pole Connections Fees account and wonders why it is already 79% executed. Mr. Middleton explains that it is an annual charge that has been collected already.

Mr. Runyon asks for a status update on the LS Networks check and Mr. Klebes says he will follow up with them again as they stated the check was mailed on October 2.

Discussion Items

Aristo Management Report

Mr. Amery informs the Board that the Curtis Homes project has not changed at all since last month.

Mr. Amery will be splicing FTTH and additional fibers for ISPs to connect to at Lone Pine.

The UPS had an additional event yesterday and shut down for about 30 minutes. Mr. Amery ordered batteries which should arrive today and intends to resolve the issue tonight during a maintenance window.

Mr. Stone notes that this is the second time the UPS issue has taken down the QLife network and finds it unacceptable for our customers. Impacts of yesterday's event were significant and adds that if the new batteries do not resolve the issue, we have to figure it out before there is a third event.

President Hege asks if the outage affected every customer and Mr. Amery explains that most of QLife's connections are dark fiber, not lit so it only affected those with lit service.

Mr. Runyon asks if Water's Edge is up and running and Mr. Lepper responds that MCMC is working on the final phase.

Administrative Updates

Mr. Klebes informs the Board that the diesel fuel tank in Annex C has been removed and he is now looking at the scope of the project and bidding it out. The timeline is tight and Mr. Klebes thinks it is unlikely that we will be finished by the end of the year but he has been discussing a temporary solution to meet the customer's deadline.

Mr. Klebes informs the Board that Commstructure is working on PLAs for the Liberty Street project.

Mr. Klebes refers to the subgrant agreement included in the Board packet and notes that it has been fully executed and signed by the Board of County Commissioners. This will give us an option to use CARES funding if an appropriate project arises. At this time, we have not identified any costs to use the funds but remarks that they will need to be spent by the end of the year.

Mr. Klebes updates the Board on the BRIC funding opportunity which is connected to the work being done at Annex C. Awarding of funding will be made at the end of January 2021. Application due date is November 27, 2020.

Mr. Klebes discusses the Maupin Gray Eagle Street status which still poses some challenges. He has had conversations with both homeowners and the city of Maupin. He proposes that QLife facilitate and cover the cost to relocate MST A33 which then allows the property owners to work directly with ISPs to get fiber to their home.

President Hege asks what the cost estimate is and Mr. Amery responds that the Maupin mayor estimated somewhere between \$11,000 and \$15,000 to move the MST but Commstructure's OPC estimated costs to be \$26,000.

Mr. Weinstein asks if the property owners plan to pay for any of this potential project and Mr. Klebes says that we can discuss that with them but the concept proposed is for QLife to pay for fiber to the edge of the property and then property owners pay to build the fiber to their homes.

Ms. Long-Curtiss wonders if the subgrant for CARES funding could be utilized and Mr. Klebes agrees that this a possibility but will need to conduct due diligence because of the numerous strings attached to that grant fund.

President Hege remarks that QLife has already invested \$150,000 and does not like the idea of spending more when the Maupin project has not yet repaid that investment to the Capital fund.

Mr. Mobley wonders if we have had discussions with ISPs regarding their participation in funding and Mr. Klebes confirms that he could continue exploring that option and adds that he would want commitment from property owners before moving forward in any way.

[[The Board is in consensus for staff to continue negotiations and potential partnerships for the Gray Eagle Street build and gives authorization to move forward if QLife's financial commitment falls below \$10,000.]]

Action Items

City Hall Augment Bid Results

Mr. Klebes reviews the bid results included in the board packet and notes that we received one bid from North Sky Communications for \$66,504.70.

President Hege wonders what Commstructure's OPC was which Mr. McNeely responds was approximately \$67,000 with construction being approximately \$50,000 of the total project cost. Mr. McNeely adds that all construction companies are busy with jobs right now which could contribute to the higher bid.

Mr. Weinstein asks about North Sky and wonders if we have worked with them in the past. Mr. Amery responds that we have had many years of history working with North Sky and they are currently our maintenance company. Mr. Klebes recommends that the Board award to the contract to North Sky Communications.

[[Mr. Weinstein moves to award the City Hall Augment project to North Sky Communications, LLC. Ms. Long-Curtiss seconds the motion, which passes unanimously.]]

The Board enters into Executive Session at 1:07 PM under ORS 192.660 (2)(g) Competitive trade or commerce negotiations and (2)(m)(D) & (E) Discuss information regarding security of telecom systems and data transmission.

Executive Session

The Board exits Executive Session at 1:22 PM.

The meeting is adjourned at 1:24 PM

The next regularly scheduled board meeting is set for December 3, 2020.

These minutes were approved by the QLife Board on 12/3/2020.

Lee Weinstein, Secretary