

PRIEST LAKE TRANSLATOR DISTRICT
Minutes of Quarterly Board Meeting
February 8, 2016
Pending Board Approval

CALL TO ORDER: The meeting at Outlet Bay Sewer District Building was called to order at 4:02 PM by Galen Miller.

District Trustees attending: Chairman Galen Miller, Larry Ayer, Karl Duncan, Rob Ward, Bruce Yocum, Doug Baker and Don Pratt. Also attending was Rosemary Yocum as recording secretary.

AGENDA REVIEW: The agenda was reviewed. Larry moved and Rob seconded to approve it with the addition of “Eltopia Communications update” under Old Business, and “FCC News” under New Business. Motion passed.

APPROVAL OF MINUTES

Larry moved and Rob seconded to approve minutes of the October 12, 2015 quarterly meeting, with the time of the 2016 meetings being changed from 3 PM to 4 PM (typo error). Motion passed. Bruce moved and Rob seconded to approve the January 13, 2016 emergency meeting minutes. Motion passed.

FINANCIAL REPORTS:

Checking Account Balance: \$8,838.29 as of 2/7/16

Savings Account Balance: \$77,439.82 as of 2/7/16

Rosemary presented the Budget vs. Actual report for the quarter ended 12/31/15. *See attached.*

Rob reviewed the checking, savings, and visa statements for the month of January 2016.

Bill Payments approval:

Rosemary presented the “Checks/Deposits/Visa charges last quarter” report for period ending 12/31/15. Rob moved and Larry seconded to approve the items listed. Motion passed. *See attached.*

OLD BUSINESS

Your T1 WiFi 2016 contracts and payment update: The board again discussed the situation with Your T1 WiFi’s 2016 site lease contracts and payments. Galen reported that after the January 13 emergency meeting, he sent a letter to Bret Fink summarizing that the board would allow him to pay the 2016 lease amounts in full by 2/10/16, or pay the co-locator fees by 2/10/16 and set up monthly auto-deposits to our bank by the 10th of each month for the site-lease fees, beginning 2/10/16. Larry mailed an addendum for each site lease to this effect, which Mr. Fink signed and returned.

Rosemary and Galen explained that Mr. Fink did not set up auto-pay, but rather set up recurring bill pay, which generates a paper check that is mailed from his bank. The board agreed that this is not in compliance with the agreement, and that this is unacceptable, and Galen said he will not counter-sign the addendum. He will wait to see if Mr. Fink's February check reaches our mailbox by 2/10/16, and if not, his leases will be automatically terminated. If the bill pay check is there on time this month, Mr. Fink must set up auto-deposits on or before the 10th of each month thereafter. Galen will notify Mr. Fink about this.

Polaris snow machine and trailer update: Rob reported that the Polaris with snow-trax and trailer have been picked up and licensed, and are being stored in his garage at the moment. Larry will move them to the district's storage unit soon. Rob said that he and Larry drove the machine for a test run and it works well. If any board members would like to learn how to operate it, please contact Rob for a lesson.

LVM generator operation update: Larry reported that the generator has operated 75 hrs and 36 minutes during outages, and some additional hours for offline testing, for a total of 91 hours to date. The propane was at 62% in January, so should be good until springtime. The generator is working well.

LVM site lease with USFS expires 12/31/16: Larry explained there will be an application to complete, a site inspection, and cost-recovery charges from the Forest Service this summer in order to renew our lease at Lakeview Mountain. There may be new regulations to deal with as well. Larry also mentioned that the floor joists might need replacing in the equipment shed at LVM. Bruce volunteered to take a look once the snow is gone.

Eltopia Communications update: No one has heard back from this group. Larry said they did not look at the LVM site last fall, as they had indicated they would.

NEW BUSINESS

Multi-use customers: Rosemary reported that all multi-use customers have paid their 2015 bill, except for Coolin Motel. The bills were mailed in mid-November with a due date of December 10. Coolin Motel was mailed a 2nd notice in December, but no payment has been forthcoming. The board asked her to call the owners about this matter.

Rosemary also asked the board if they thought continued assessment of multi-use fees was necessary, since it only generates about \$261/year. The board agreed that it is necessary. Rosemary then pointed out that according the Idaho statute, the multi-use fee could be levied by the county on the tax bills, just like the annual tax assessment. She recommended that we start including the multi-use fees with the regular tax assessments if the county agrees. This would eliminate billing these customers individually. Larry moved and Doug seconded to include the multi-use fees with the tax bills beginning this year, as long as the county Treasurer agrees. Motion passed.

Polaris warranty: Rosemary explained that the Polaris came with 6-month limited factory warranty. We received an offer from Polaris for an extended 2, 3, 4, or 5-year warranty available

for purchase. The board discussed it. After learning that it will only cover “approved” repairs and labor, which are very vague in terms, the board decided not to pursue it.

Government entity annual state reporting requirements completed for 2016: Rosemary reported that she has completed the annual reporting requirements this year.

National Translator Association: The board agreed to renew the district’s annual membership in the NTA. Larry reported that the annual NTA convention will take place in Spokane on May 13-15 this year. The board decided it would be worthwhile to send Larry to the convention, and he agreed to go. The cost is \$375.

Customer tax exempt affidavits: Make determination on the following:

1. Mark Family LLC – 252 N Steamboat Bay Rd

The board approved this affidavit, as the parcel is located in a known no-signal area.

Board contact sheet: Rosemary distributed updated copies to board members.

FCC News: Larry reported on the issue of over-the-air television channel signals going out to bid (FCC Spectrum Auction). In March, an FCC auction will give broadcasters the chance to sell their stations’ spectrum (frequencies), which could be snapped up by wireless providers who will use it for their transmissions. This could result in the stations we provide moving to new channels. Larry will learn more about this at the NTA convention in May.

NEXT MEETING: Next regular meeting is set for Monday, May 9, 2016 at 4:00 PM at the Outlet Bay Sewer District building.

ADJOURNMENT: Rob moved and Larry seconded to adjourn the meeting at 5:18 PM. Motion passed and meeting was adjourned.

Respectfully submitted,

Rosemary Yocum, Recording Secretary