



## MINUTES

QLife Regular Board Meeting  
Thursday, September 25, 2020  
Via Google Hangouts

**Call to Order** President Hege calls the meeting to order at 12:02 PM.

**Roll Call** Scott Hege, Rod Runyon, Dale Lepper, Darcy Long-Curtiss, Lee Weinstein, John Amery, Tom McGowan, Carrie Pipinich, Joseph Franell, Dan McNeely, Kristen Campbell, Matthew Klebes, Stephanie Krell, and Mike Middleton.

### **Changes to the Agenda**

There are no changes to the agenda.

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

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

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

### **Finance**

#### **Financial Report, Analysis and Reconciliation**

Mr. Middleton presents his report to the Board included in the packet but notes that the financial analysis heading reads "July" but is actually the analysis of August financials. Accounts receivable is a bit ahead on the straight line assumption for the fiscal year due to the catching up of an outstanding invoice.

Mr. Middleton also notes that Administrative expenses for the first quarter have not been paid yet and he has noticed increases in network services and engineering expenses. He adds that spikes and valleys are expected.

In the Capital Fund, interest is down and is overall doing well within expectations.

In the Maupin Fund, the only revenue that has been received has been interest and Mr. Middleton still needs time to anticipate trends for the fund.

There are no questions from the Board.

### **Discussion Items**

#### **Aristo Management Report**

Mr. Amery updates the Board on the Curtis Homes project and remarks that we are moving forward with some caveats. The Lone pine project is complete and MCMC has been spliced in to the network.

Mr. Runyon asks Mr. Amery to expand on the completion of the Lone Pine project. Mr. Amery explains that serving MCMC, which was the driver on the project, has been complete but is not sure how to approach fiber to the homes in the Lone Pine development without a partnership.

President Hege asks Mr. Lepper if he has seen any improvements at Water's Edge since the completion of the project and Mr. Lepper responds that they are still doing some internal work on their side but should be able to report back to the Board by the next board meeting.

President Hege asks what caveats Mr. Amery is referring to with the Curtis Homes project and Mr. Amery explains that we have asked the Fiber Guys to proceed with pole attachments outside the normal process and they have asked QLife to take responsibility for any future issues that may arise.

Mr. Amery tells the Board that he is still trying to understand the UPS issue at City Hall better but the messaging from the electrician and the PUD are mixed. Mr. Amery's plan is to replace the batteries but is waiting to understand the low voltage issue first.

**Administrative Updates**

Mr. Klebes updates the Board on the water feature issue at Lone Pine. They have turned on the north side of the water feature and no bubble has appeared so they turned on the south side of the water feature, where QLife performed boring, and we are waiting to see if the bubble returns.

Mr. Klebes informs the Board that engineering for the City Hall project is underway and once it is finalized we will put out an RFQ. Colocation is part of this project and we are moving forward with removing the tank in Annex C. Once the tank is removed, space design and construction can begin.

Mr. McNeely updates the Board on the Liberty Street project and notes that he is working on PUD pole loading. Mr. Franell remarks that he hoped to have crews there already but the smoke and fire damage to infrastructure has delayed mobilization.

Mr. Klebes refers the Board to the BRIC funding application in the packet which aims to build resiliency and redundancy infrastructure in rural communities. He has submitted the pre-application to get approval for a full application by late January.

President Hege wonders how this funding relates to the work of the community outreach team and Mr. Klebes notes that items listed in the application connects to that work through redundancy, resilience and expanded capacity for power. Ms. Pipinich adds that the infrastructure will help Wasco County Emergency Operations and 911 as well as Link Oregon and other emergency services.

President Hege asks Ms. Pipinich and Mr. Klebes to send him a paragraph on federal needs so that he can update the community outreach team.

Mr. Klebes also notifies the Board that PUD submitted a pole line agreement to Qlife for review.


Mr. Klebes has drafted a sub-contract agreement with Wasco County related to the CARES Act funding. Funds have been given to local government and then sub-contracting to departments. NORCOR and QLife draft agreements will come before the Board of County Commissioners on October 7.

The meeting is adjourned at 12:51 PM

The next regularly scheduled board meeting is set for October 22, 2020.

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These minutes were approved by the QLife Board on October 22, 2020.

  
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Lee Weinstein, Secretary