

**PRIEST LAKE TRANSLATOR DISTRICT
Minutes of Quarterly Board Meeting
February 12, 2018**

CALL TO ORDER: The meeting was called to order at 4:00 PM by Larry Ayer.

TRUSTEES ATTENDING: Acting Chairman Larry Ayer, Bruce Yocum, Rob Ward, Karl Duncan, Rocky Kennedy, and Rosemary Yocum as recording secretary.

AGENDA REVIEW: Larry asked to add several last minute items under new business: MooseBytes cabinet at LVM building, damaged transmit antenna at LVM, KXLY transmit agreement. Rob moved, Bruce seconded to approve the agenda with the additions. Motion passed.

APPROVAL OF MINUTES

Bruce moved, Rob seconded to approve minutes of November 14, 2017 quarterly meeting. Motion passed.

FINANCIAL REPORTS:

Checking Account Balance: \$26,931 as of 2/11/18

Savings Account Balance: \$97,556 as of 2/11/18

Rosemary presented **Budget vs. Actual** report for period ending 1/31/18. *See attached.*

Statement review: Rob reviewed checking, savings, and visa statements for November, December and January and found no problems.

Bill Payments approval:

Rosemary distributed "Checks/Deposits/Visa charges last quarter" report for period ending 1/31/18. Rob moved, Bruce seconded to approve bill payments. Motion passed. *See attached.*

CORRESPONDENCE:

1. **Thank you note from Galen:** Galen thanked the board for the Christmas Dinner and accommodations at Hill's.
2. **Agent of record change request for ICRMP** – Rosemary has asked John Naccarato from ISU Haddock & Associates in Coeur d'Alene to be our agent, replacing Mike Mahoney from Sandpoint. The reason, she explained, is that John is a hands-on agent who will touch bases with the board in person annually to review the property schedule, and the fact that he works with many public taxing districts in the area. The paperwork for this change is underway.
3. **Updated board contact sheets** were distributed to everyone by Rosemary.

OLD BUSINESS

Priest Lake Search & Rescue request for communications space at LVM: PLSR has been taken over by Bonner County Sheriff's office, and a full-time paid person is now in

charge. Larry has written a lease, using the same rate we charge Idaho Public Television, which is \$11.24/month for electricity only, or \$134.88/year. Rob moved to go ahead with the lease at this rate. Karl seconded, motion passed. Larry will sign the lease and mail it to BCSO/PLSR with an invoice for 2018. PLSR requested they be billed for the entire year, even though they will not install their equipment until weather permits this spring.

Lakeview generator system status update: The generator is doing fine. It is using less oil than anticipated. Larry has purchased oil for the generator and topped it off.

FCC frequency repacking and its affects our two channels at KP: The FCC will open a 30-day window to allow displaced districts to pick a different frequency, with a 60-day notice. Larry believes the notice is imminent. Larry has retained Jim McDonald, former NTA president who now works for Wind River Engineering in Colorado, to file an FCC application for a new frequency. New equipment will be required. One possible glitch is that T-Mobile might take our frequencies and give us less than 120 days to move to another frequency. Projects below \$50,000 (which we believe ours will be) have no state bidding or public works licensure requirements.

Checking and savings account signers: Rob reported that he and Rocky need to go to the bank together in order for Rocky to be added as a signer to the checking and savings accounts. Doug Baker needs to be removed as a signer, which Rocky will take care of.

USFS inspection of Lakeview Mtn site: This took place on August 29, 2017. The site passed inspection. Larry previously sent an email of the USFS report to all board members (which they all read, all 61 pages!! Ha Ha!)

Lockbox update: Larry purchase a lockbox for the translator keys and storage unit remote. The box he ordered previously was damaged in transit, so Amazon recalled it. Larry will mount the box at his place, so that board members may access keys if Larry is not available.

NEW BUSINESS

National Translator Association membership renewal: Rosemary suggested that each board member receive a copy of the newsletter, as they are very informative. The board agreed and will renew the membership. Every board member will read his newsletter happily.

Continuing problems with KSPS-7 translator system at Lakeview Mtn: Larry reported that the Ch-7 signal has improved, but is still less than it should be. A KSPS engineer will go to the tower to repair it with Larry this spring.

Outlet Bay Communications building status and future: MooseBytes and Outlet Bay Water Association (OBWA) are the only ones with equipment in the building now. Since we discontinued the cable system, our equipment has been removed. We currently pay \$572/year in electricity reimbursement to OBWA. The building is owned by us, and situated on land owned by Outlet Bay Sewer District.

OBWA furnishes electricity from its Northern Lights service located near our Outlet Bay building, and has authorized us to furnish power from our service there to MooseBytes. Our portion of the electric service is \$30.33/month and MooseBytes is \$17.33/month, for a total of \$47.66/month or \$143/quarter (from Feb. 9, 2011 minutes). We currently charge MooseBytes \$26.48/month for site lease, which includes \$17.33 electricity and \$9.15 tower rent. Larry will talk to Bill McInerny (on the OBWA board) about renegotiating our electric fee. Our board wants to keep the building, as Larry uses it for testing Kinner Point signals (he cannot test these from his home). The board agreed to increase the lease fee to MooseBytes beginning in 2019.

MooseBytes request for cabinet at LVM building: The board agreed to allow them to place a cabinet in our building.

Damage to transmit antenna at LVM: Larry reported there is a damaged antenna, which he thinks is Ch-4. He will inspect this when the snow is gone enough to allow access.

KXLY transmit agreement: They have not returned their biennial agreement. Larry wrote the agreement and signed it, but we are waiting for them to co-sign and return it to us.

NEXT MEETING: Next regular meeting is set for Monday, May 14, 2018 at 4:00 PM at the Priest Lake Public Library meeting room.

ADJOURNMENT: Rob moved and Rocky seconded to adjourn the meeting at 5:25 PM. Motion passed and meeting was adjourned.

Respectfully submitted,

Rosemary Yocum

Rosemary Yocum, Recording Secretary