

# Blue Mountain Translator District<sup>1</sup>

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## **Board of Directors** **Annual Meeting Provisional Minutes** **June 26, 2019**

1. Call to Order and Roll Call Vote	Vice President Innerarity called the meeting to order at 12:00 PM. The meeting was held at the nearest practical location 1004 4th St. Misener Rm. La Grande, OR 97850 Members Present: Vice President Innerarity, Director Mike Kenny, Director Christina Wood. Staff Present: Executive Director Alex McHaddad.
2. Declaration of Conflict of Interest	Asked and none declared.
3.a. Director Reports	Directors had no reports.
3.b. Staff Report	Executive Director McHaddad noted a focus on legislation, but that would be discussed later. Service charge liability notices were mailed on June 7. Processing service charge letters has been difficult due to database issues. The billing process also saw some errors, including to defunct mailing addresses. Certain properties were also billed for abnormally high amounts, one for \$1,100, fifteen for \$8,100, and one for \$9,100. Chaves Consulting staff have been contacted and they seem to suspect that the errors are caused by Union County. Recipients of errant billings with contact info in the phone book had been called, others received letters, several had already sent in their exemption request. The first of these recipients had contacted President Wallender. The Executive Director will make sure to review that all recipients had been contacted. Executive Director McHaddad commended the work of the District's office assistant, Callie

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	<p>Sheker-Grothe. Prior to service charge mailings, Ms. Sheker-Grothe scanned historical district documents, which has been valuable for legislative efforts. An example about records from a disagreement with local cable companies as used. Ms. Sheker-Grothe has gone above and beyond her job duties, such as learning how to use a County records database to figure out which properties are ineligible for service charges. A wage increase of \$0.50 per hour is recommended.</p> <p>Director Wood moved to approve a \$0.50 per hour wage increase for the Office Assistant, second by Director Wood.</p> <p>Yes: Vice President Innerarity, Director Kenny, Director Wood.</p> <p>No: N/A.</p> <p>Abstain: N/A.</p> <p><i>Wage increase approved.</i></p> <p>Executive Director McHaddad announced the discovery of an accounting error that had resulted in regular over- and under-charges to power users on Mt. Fanny. The net of these billing errors was not a substantial amount. Tenants have been notified. There are other irregularities related to the bill sent to OPB because of the arrangement with this tenant. OTEC's decision for this billing process came from an apparently disagreeable relationship with a former District employee, which Director Wood recalled. The Board should re-examine current billing plans and then approach OTEC to see if direct billing of other tenants can occur again. President Wallender can provide more perspective in the future.</p>
4.a. Safety	Vice President Innerarity noted thoughts on security that occurred to her when she was in

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	<p>the office during the Executive Director's absence. The wing seems secure, with only one other occupant. If Ms. Sheker-Grothe is ever in the office by herself again, she can notify the Juvenile Department across the hall and let them know she may need assistance. Director Kenny asked what could be done if an irate customer arrived, and Vice President Innerarity suggested that an employee step into the hallway rather than invite them into the wing.</p> <p>Executive Director McHaddad noted problems with the double door, that it's screwed together and only actually locks with the deadbolt.</p>
5.a. Approval of Expenditures	<p>Executive Director McHaddad reviewed the expenditures. Hotel reimbursement had to be requested because he forgot the debit card PIN when he last visited Salem.</p> <p>Director Wood moved to approve the expenditures, second by Director Kenny.</p> <p>Yes: Vice President Innerarity, Director Kenny, Director Wood.</p> <p>No: N/A.</p> <p>Abstain: N/A.</p> <p><i>Expenditures approved.</i></p>
5.b. Legislative Update	<p>Executive Director McHaddad noted the passage of Senate Bill 393 on June 24. SB 901 had been referred to the Joint Committee on Ways &amp; Means, and while a hearing was still possible, it was unlikely.</p> <p>A summit on the future of the channel will occur in August, inviting local stakeholders like Chambers of Commerce and municipal governments. Certain options for a local channel were discussed, including inserting a -4 subchannel on an existing channel with an exciter. The better long-term option is to create a Class A station. In response to Vice President</p>

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	<p>Innerarity, Executive Director McHaddad noted that costs include a channel study and license applications in 2020, 3 new transmitters, a media server to feed content onto the transmitters, and technician labor.</p>
5.c. 2019-2020 Budget Hearing	<p>Vice President Innerarity opened the public hearing on the 2019-2020 Budget at 12:24 PM. Executive Director McHaddad reviewed the recommendations from the Budget Committee and necessary changes to revenue calculations following the finalization of delinquent property lists.</p> <p>Vice President Innerarity called for public comment at 12:27 PM. No public comment was presented. Vice President Innerarity closed public comment at 12:32.</p> <p>Vice President Innerarity entertained a motion to adopt Resolutions 2019-3, 2019-4, 2019-5, and 2019-6, so moved by Director Kenny.</p>
5.d. Acceptance of Election Results	<p>Executive Director McHaddad reviewed the election results provided by the Clerks of Baker and Union County. President Wallender, Vice President Innerarity, Director Kenny, and Director Wood all won election to the office of Director. An additional resident, Mr. Timothy Phelps, officially won a write-in vote for a 4-year term, and while he has been contacted by the County Clerk with an acceptance form, he has not replied.</p> <p>Director Wood moved to accept the results of the election second by Director Kenny.</p> <p>Yes: Vice President Innerarity, Director Kenny, Director Wood.</p> <p>No: N/A.</p> <p>Abstain: N/A.</p>

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	<p><i>Election results accepted.</i></p>
5.e. Refund Request	<p>Executive Director McHaddad reviewed the refund request in the Board Packet. The property owner received the charge on their property taxes despite not being in range of district signals.</p> <p>Director Wood moved to approve the refund request, second by Director Kenny.</p> <p>Yes: Vice President Innerarity, Director Kenny, Director Wood.</p> <p>No: N/A.</p> <p>Abstain: N/A.</p> <p>Refund request approved.</p> <p>Executive Director McHaddad discussed District boundaries, which were drawn in 1979 and 1981 to include properties in range of analog transmitters. Several properties are no longer in range of District signals, so we can consider having them removed from the District by Baker County Commissioners, or permanently exempt them until new technology returns the signal to those areas. Directors reached a consensus in favor of the latter option.</p>
6. Public Comment	<p>Director Kenny initiated a discussion about the helicopter pad on Mt. Fanny. Confirmation about the pad's responsibility, as well as obstructive foliage, has been requested from the USFS District Ranger. Director Kenny inquired about a recent outage on Mt. Fanny, and Executive Director McHaddad revealed that a broken power switch simply needed to be replaced, which was accomplished by RS Technology. Director Kenny also inquired about signage for the office, and Director Wood expressed that the location is not obvious to the general public. Executive Director McHaddad is waiting for an update. Directors discussed a public display and</p>

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	tri-folds in English and Spanish that better describe the District's purpose and services.
7. Scheduling of Next Meeting and Adjournment	Vice President Innerarity suggested meeting in Baker City, but Director Wood prefers La Grande. Vice President Innerarity suggested July 9 at noon in La Grande. Vice President Innerarity adjourned the meeting at 1:04 PM.