

Blue Mountain Translator District
Board of Directors Regular Meeting
September 1, 2020

Executive Session: 12:00 PM
Regular Meeting: Following Executive Session
Conference Number: 253-215-8782
Meeting ID: 82287408402

Public Participation: BMTD is required by law to permit participation at a public location. In compliance with Executive Order 20-16, members of the public may participate via phone. The meeting will be streamed online at www.bmtd.org/now.

Agenda

1. Executive Session - ORS 192.660(2)(f)
 - a. RFP Contract Award
2. Call to Order and Roll Call Vote
3. Declaration of Conflict of Interest
4. Reports
 - a. Director Report
 - b. Staff Report
5. Old Business
 - a. Safety
6. New Business
 - a. Expenditures
 - b. Minutes
 - c. Amended CRF Agreement 1147
 - d. Board Membership
 - e. Blue Mountains Now
7. Public Comment
8. Scheduling of Next Meeting and Adjournment

1.a. RFP Contract Award

Staff Summary

The District received one bid for RFP 2020-4. An interview with the bidder, Connected Professional Accountants, LLC will be conducted during executive session at the beginning of the meeting. The Board may award a bid to the firm following executive session with the motion below.

Suggested Motion: *I move to award the bid for RFP 2020-4 to Connected Professional Accountants, LLC.*

5.a. Expenditures

Payee	Expenditure	Requirement	Amount
Alex McHaddad	Haines Streaming Mileage	Travel & Education	\$77.06
Baker City Herald	RFP Legal Notice	Advertising	\$34.95
Baum Smith	Legal Research	Professional Services	\$210.00
EONI	Late Fee	Phone & Internet	\$10.00
La Grande Observer	RFP Legal Notice	Advertising	\$34.95
Payroll & Accounting Services, PC	Accounting Services	Professional Services	\$2,095.00
RS Technology	Engineering	Technicians	\$1,048.75

Staff Summary - Internet ACH

BMTD has the option of paying for monthly Internet service via ACH or automatic bill pay, ensuring timely payment of Internet bills. Staff recommends that BMTD begin paying Internet bills to EONI via an automatic payment method. Directors tabled the discussion until the September meeting. The Board may choose to make a decision on alternative payment methods, or discontinue the discussion.

Staff Summary - Advertising Authorization

BMTD usually sponsors the *La Grande Observer's* weekly football contest page. The cost is \$45 per week for 11 weeks, or \$495, if BMTD only advertises in the Observer. A \$5 weekly discount is applied if BMTD advertises in the Observer and the Baker City Herald, \$880.00 for the season.

Suggested Motion (1): *I move to sponsor the La Grande Observer's fall football contest page.*

OR

Suggested Motion (2): *I move to sponsor the La Grande Observer and Baker City Herald football contest pages.*

Staff Summary - Resolution 2020-9: Authorizing Interfund Transfer

Whereas BMTD receives an annual powerline lease payment from EMG2 to be deposited in the Mt. Fanny Powerline Fund,

Whereas BMTD receives monthly lease payments from EMG2 to be deposited in the General Fund,

Whereas EMG2 made both payments in August using the same check which was deposited in the General Fund,

Resolved, the Board of Directors transfers \$1,000.00 from the General Fund into the Mt. Fanny Powerline Reserve Fund.

Suggested Motion: *I move to adopt Resolution 2020-9.*

5.b. Minutes

Minutes

- 8/4/2020 Regular Meeting Minutes

5.c. Amended CRF Agreement

Staff Summary

The Board approved CRF Agreement 1147 with the Oregon Department of Administrative Services to receive a one-time grant of \$28,000 for COVID-19 expenditures. DAS has issued an amendment to the contract to permit BMTD to receive grants in the future if an application is made. DAS advises that the amendment, "updates the document to no longer reflect only the first reimbursement period and now includes a "not to exceed" amount in Section 6."

Original Language: *"In accordance with the terms and conditions of this Grant, Agency will provide Grantee up to an amount not to exceed the amount of eligible costs for the Project incurred during the period March 1, 2020, to May 15, 2020 (the "First Cost Period"). Agency will pay the Grant Funds from monies available through its Coronavirus Relief Fund ("Funding Source"). Future disbursements from the Funding Source for cost periods after the First Cost Period will require an amendment to this Grant pursuant to Section 19.3."*

Amended Language: *"In accordance with the terms and conditions of this Grant, Agency will provide Grantee up to an amount not to exceed \$278,425.93 (the "Grant Funds") for eligible Project costs incurred for the Project during the Performance Period. Agency will pay the Grant Funds from monies available through the Coronavirus Relief Fund ("Funding Source")."*

Suggested Motion: *I move to approve the amendment to CRF Agreement 1147.*

5.d. Board Membership

Term Ending 6/30/2020 (2 seats)

- Colleen MacLeod, Summerville, is an elector of the District and a service fee payer under ORS 354.690.
- Tanner Sheahan, La Grande, is not an elector of the District but is a service fee payer under ORS 354.690.
- Nathan Smutz, La Grande, is an elector of the District and a service fee payer under ORS 354.690.

Vice President

- Any Director may serve as Vice President. A replacement must be appointed following the resignation of Director Jean Innerarity.