

Elko Television District

Board Meeting Minutes, January 8th, 2026
6:00 p.m. at the Elko County Courthouse

Board Members:

Present: Dale Lotspeich, Kent LeBarts, Raymond Mowrey, Brian Riley, and Misty Atkins

Absent:

Others Present: Mike Murphy representing Diversified Consulting Services, Paden Hilyard representing Eagle Communications, Crystal Koppe representing Koppe Company, Lori Gilbert representing KNCC Radio, Ken Wiley and Marisa Reeves as employees of Elko TV District

Proceedings

Meeting called to order at 6:00 p.m. by Dale Lotspeich

Public Comment: None

On-Call Engineering Report – DCS, Mike Murphy

He is continuing to work on the Ruby Vista building. He didn't get the billing out in time for the meeting; he will push it out to next month.

Comments From the Chairman

Dale assumes all the board members submitted their annual reports.

Election of Officers: Chairman, Vice-Chairman, Treasurer

Brian Riley moved to keep Dale Lotspeich as Chairman, Brian Riley as Vice-Chairman, and Kent LeBarts as Treasurer. Misty Atkins seconded the motion; the vote was unanimous.

Approval of the Minutes December 11th, 2025 Meeting

Kent LeBarts moved to accept the minutes from the December 11th, 2025 meeting. Misty Atkins seconded the motion; the vote was unanimous.

Approval of the Treasurer's Report

Kent LeBarts moved to accept the Treasurer's report as written. Brian Riley seconded the motion; the vote was unanimous.

Dale asked for an agenda item to be added to the next meeting regarding in-kind contributions for the Fire District since the MOU has been signed.

Approval & Ratification of Outstanding Bills for payment

Kent LeBarts read aloud the outstanding and ratified bills. Misty Atkins moved to accept the outstanding and ratified bills as read. Raymond Mowrey seconded the motion; the vote was unanimous.

Review and Approval of Fiscal Year 2025 Audit

The audit has not been completed yet. Tabled until the next meeting.

Discussion and Possible Approval of Budget Meeting the Week of January 19 – 23 From 5pm to 7pm

Marisa said the County Commissioner's room was available on Thursday January 22nd at 5pm. Brian Riley moved to set the date of the Budget Meeting on Thursday January 22nd, 2026 at 5pm. Raymond Mowrey seconded the motion; the vote was unanimous.

Discussion and Possible Approval of Meeting Agenda Format, Including Consent Agenda

Ray likes the consent agenda because it streamlines the process, especially as the meetings get longer. Kent doesn't see a need to change the format we already have. Misty agrees with Kent. Brian did not have an opinion. Misty moved to keep the current agenda format. Kent adjusted Misty's motion by adding that this can be re-visited in the future. Brian Riley seconded Kent's motion; the vote was unanimous.

Discussion and Approval of Removing Mark Paris and Adding Marisa Reeves as a Signer on the Nevada Bank and Trust Account

Dale reminded the board that the agreement with McMullen McPhee was terminated so there is no reason to keep Mark Paris on the account as a signer. He recommended that Marisa be added as a signer to take care of things at the bank such as wire transfers. Raymond Mowrey moved to remove Mark Paris and add Marisa Reeves and a signer on the Nevada Bank and Trust account. Brian Riley seconded the motion; the vote was unanimous.

Repair Service Report and Site Updates By Ken

Ken reported on the continued outages at the switch. Paden stated it's not allowing enough bandwidth. Paden will be there next week for the installation of software upgrades. Ken also mentioned complaints of pixelation during Christmas. He noted most likely this was due to the number of watchers at the same time. There is a customer in Kittridge that says he is not receiving signal; however, he refuses to provide his name, address, or phone number. Ken is willing to use Eagle Communications to test the area, but unfortunately Kittridge is in a hole. Ken is looking at possibly purchasing signal testing equipment.

Grindstone is inaccessible now due to the weather. He is still waiting for one more invoice to complete the insurance claim for the lightning strike.

Ken only received one resume for the Administrative Assistant position. The person met and exceeded the requirements. Marisa Reeves was hired.

There is an MOU between Elko and Eureka that hasn't been paid. Ken wants to get this cleaned up and therefore it is on the agenda.

Ken recommends Mike Murphy to move forward with Phase 1 of the Ruby Vista building upgrades, including developing the RFP's.

Committee Reports

Infrastructure Committee

Nothing to report.

Translator/Programming Committee

Dale is working on getting a date to go to Pershing County for a 2-day trip. He would like to visit PBS in Reno and possibly a few other stations. He might have Ken fly down to Reno for Paden to show him the data switch center.

Budget Committee

Dale had been thinking about what the Auditor mentioned about clear controls. The Budget Committee should get with Marisa and Ken to go over income and expenses. Brian is impressed that the TV District is already pretty transparent. The board will work on going over purchasing authorizations. Dale noted the way the TV District worked with McMullen McPhee is actually not typical. The way the TV District is moving forward is allot easier for the Auditor.

Dale asked Crystal about the website. She said it seems to be working better now. She has a new job that offers her more flexibility so she can respond to Ken more quickly. Marisa and Ken will get with Crystal to make a few changes to the website, such as adding a Calendar.

Discussion and Possible Approval of Changing Infrastructure/Communications Coordinator Position Name/Title to Communications System Manager, Which Describes the Role of This Position, Including Formal Approval for Employee Supervisor Role

Ken noted he is more of a supervisor. He is not asking for a change in salary, just his title. Pool Pact has an HR division that can provide training and assistance. Brial Riley moved to change the Infrastructure/Communications Coordinator position title to Communications System Manager. Kent LeBarts seconded the motion; the vote was unanimous.

Discussion and Possible Approval of Email & Internet Use Policy

Brian Riley moved to approve the Email and Internet Use Policy as written. Kent LeBarts seconded the motion; the vote was unanimous.

Discussion and Possible Approval of Holiday Schedule

Marisa noted this is the same holiday schedule Elko County has. Brian Riley moved to approve the Holiday Schedule. Kent LeBarts seconded the motion; the vote was unanimous.

Discussion and Possible Approval of Establishing New Fiber Route with Redundant Backup

Ken noted this is just a formal step to approve a long-term solution for all the outages at the switch. Kent LeBarts moved to approve of establishing a new fiber route with redundant backup. Brian Riley seconded the motion; the vote was unanimous.

Discussion and Possible Approval of ETVD/EUTVD MOU for Shared Costs Between Districts for Broadband Signals from Reno Based Translator Operation

Brian Riley moved to approve the MOU between the Elko Television District and Eureka Television District. Raymond Mowrey seconded the motion; the vote was unanimous.

Discussion and Possible Approval of Extending Eagle Communications Maintenance and Repair Contract at the Existing Monthly Rate of \$5,974.92 for One Year with No Increase

Kent LeBarts moved to approve extending the Eagle Communications contract for one year at the monthly rate of \$5,974.92. Misty Atkins seconded the motion; the vote was unanimous.

Updates and Possible Action Regarding Lightning Strike on Grindstone

This was already covered in Ken's report.

Discussion and Possible Action Regarding Future Communications Shelter at Grindstone

This will be discussed further at the budget meeting. Ken received some rough quotes from Cenni. It was originally discussed to remove the orange tower with the built-in antenna. The structure itself was deemed not good for climbing. The tower is about 20 feet tall and a very heavy antenna is attached. It was specifically designed for that transmitter antenna. It might be best to move all other customers to the new tower after installation of the new ice tray, and give KENV the tower, with leaving maintenance up to them. It would cost a substantial amount of money to move that antenna.

Old Business: The fire District and County approved the Coop agreement. Ken will be representative. He will keep track of all the in-kind donations, including his time and payroll. The TV District will control all of the infrastructure. Jon Karr called out the County Manager regarding the NSHE fiber. They want to see how these next two quarters go, so most likely in Fiscal Year 2027 the TV district can move forward with a name change. A joint press release was put out regarding the agreement. Lori wrote a short story about how it will save the county tens of thousands of dollars.

Paden said the emails are in service. Ken will reach out to the board members to get the emails onto the phones. Tablets will be ready next month. A burner google account will be created so Paden can get the tablets working.

New Business: None

Public Comment: None

Being no further business, the meeting was adjourned at 7:18 p.m.

The next regular meeting will be held on February 12th, 2026.