

Town of Liberty Grove
Minutes of the Technology Committee meeting on May 13, 2021
(This meeting was posted correctly)

Agenda:

1. Call to order
2. Roll call
3. Approve agenda
4. Approve minutes: 4/8/2021
5. Public input
6. Discussion and possible action: Town Hall IT Business Continuity Project status
7. Discussion and possible action: Technology Committee Mission Statement
8. Review of Technology Committee possible five-year projects list
 - a. Prioritize projects for 2022 and possible 2023
9. Report on DCEDC Broadband Engineering study award
10. Discussion and possible action: Future direction for Liberty Grove broadband expansion
 - a. Review 2021 PSC Grant awards
 - b. Review/Discuss American Recovery Act funding to Liberty Grove and Door County for projects including broadband
 - c. Fiber versus fixed wireless projects
 - i. Short-term and long-term
 - ii. 2022 PSC Grant Application
 - iii. Creating of broadband cooperative
11. Schedule next meeting
12. Adjourn

Chair David Studebaker called the meeting to order at 4:04pm. Committee members Dan Watts, Les Keepper, and Cathy Ward were present along with Clerk/Treasurer Anastasia Bell via teleconference (Zoom). Committee member Peter Brooks was excused.

Ward moved, Keepper second to approve the agenda as posted. Passed 4-0.

Keepper moved, Ward second to approve the 4/18/2021 minutes as presented. Passed 4-0.

Public Input – Ward reported that the office spaces in the area are booked throughout the summer.

IT Business Continuity Project – Keepper reported on the findings of the meeting with NWTC. The current needs are to create a list of items/procedures in place, possible testing of the backup system, and to establish a computer replacement cycle. Archiving historical records may be considered in the future. Administrator Walter Kalms and Committee Member John Dwonch connected to the meeting during this report.

Mission Statement – **Dwonch moved, Keepper second** to approve the Technology mission statement as rewritten. Passed 5-0. The mission statement is attached to these minutes.

5-year Project List – The current list was reviewed, and the following items were noted:

- #11 is not a concern for the moment.
- #5 will be a greater concern if/when a green site is established.

- Studebaker requested Committee bring additional items for the next meeting.
- Ward will follow-up on the car charger at the Women's Club.
- Studebaker will separate the list into "activities" versus "budget".

DCEDC Broadband Infrastructure Study – Studebaker reported that Finley Engineering was selected. They are currently obtaining an inventory of all utility poles throughout the County. The deadline for project completion is October.

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2021 PSC Grant Awards – Studebaker reported that 49 of 57 awards were fiber projects. Information indicates that the PSC is not likely to award fixed wireless projects for the foreseeable future.

Fiber versus fixed wireless – Studebaker indicated that the State is reviewing the definition of broadband and the amount available for 2022 grants will not be known until the State budget is done. The Committee will need to decide on submitting a 2022 application by August. DCB has tower sites available and has indicated they would consider a 50/50 cost share agreement with the Town. The County is switching their focus to fiber and the ARPA funds may be enough to supply the Town Hall with fiber as a demonstration project. This would show that it is possible and assist in getting an accurate price estimate. Watts noted that options for the next 1-2 years will be key since fiber is not likely to be an option for several years due to the current estimated cost of at least 10-12 million.

The next Technology Committee meeting will be Thursday, June 10, 2021 at 4:30pm

Ward moved, Watts to adjourn at 6:07pm. Passed 5-0.

Respectfully Submitted,
Anastasia Bell, Clerk/Treasurer

Approved at the 6/10/2021 Technology Committee meeting.

The mission of the Liberty Grove Technology Committee is to recommend to the Town Board feasible solutions that address technology-related needs identified by the Town and/or Community and determined to benefit the governing unit, businesses, and the community of the Town of Liberty Grove.