

Town of Liberty Grove
Minutes of the Technology Committee meeting on June 10, 2021
(This meeting was posted correctly)

Agenda:

1. Call to order
2. Roll call
3. Approve agenda
4. Approve minutes: 5/13/2021
5. Public input
6. Discussion and possible action: Town Hall IT Business Continuity Project status
 - a. Report from Committee Member Keepper
 - b. National focus of ransomware attacks-are we safe enough?
7. Report on DCEDC Broadband Engineering Study
8. Discussion and possible action: Future Liberty Grove broadband expansion
 - a. \$100 million in new PSC grant funds for 2022 grants
 - b. American Rescue Plan Act (ARPA) funding allocation
 - c. Fiber versus fixed wireless projects
 - i. Report on DCB discussions regarding new wireless technology
 - ii. Short-term and long-term options
9. UW-grad Student Projects in Support of Town and DCB efforts
 - a. Co-op creation Cookbook
 - b. Quantitative benefits of broadband – for public education
10. Discussion and possible action: Technology Committee Budget
 - a. 5-year project list
 - b. 2022 budget request
11. Schedule next meeting
12. Adjourn

Chair David Studebaker called the meeting to order at 4:34pm. Committee members Cathy Ward, and Dan Watts were present along with Administrator Walter Kalms and Clerk/Treasurer Anastasia Bell. Committee members John Dwonch and Les Keepper were excused and there is one vacancy at this time.

Ward moved, Studebaker second to approve the agenda as posted. Passed 3-0.

Ward moved, Watts second to approve the 5/13/2021 minutes as presented. Passed 3-0.

Public Input – None.

IT Business Continuity Project – The report from Committee member Keepper was reviewed and the following items were noted:

- (2) Quickbooks online is vastly different from Quickbooks desktop.
- (2) Is there vulnerability with cloud hacking?
- (4c) Passwords should be offsite with no unauthorized access
- (4d & 4e) Review training and software records – Watts will research training sites
- (6a) review to plan future and confirm current data is accurate
- (6b) WTA may have information on ransomware and how to prevent/be aware of attacks
- (6e) Add incremental backups to the budget

DCEDC Broadband Infrastructure Study – Studebaker reported that the study is going well; they are currently collecting utility pole data. A steering committee is being formed and the County is working through the legal aspects of creating a county-wide system.

2022 PSC Grant – Studebaker indicated that applications are due 7/27/2021. Watts asked if the short timeline would affect the number of applicants, and if we would be able to gather the necessary information for our own application. Ward asked if a County-wide application would change the odds. **Ward moved, Watts second** that the Technology Committee move to pursue gathering data and preparing a draft application and search for a qualified private partner to assist with installing fiber optic broadband infrastructure within the Town in anticipation of potential grant applications. Passed 3-0.

Fiber versus Fixed Wireless – Studebaker reported that the current grant application is seeking projects that will result in services that can sustain 100MB download and upload which cannot be provided by DCB. Nsight might be an option for this level of service, and Studebaker is awaiting a discussion with them. Preliminary estimates for fiber installation for the entire County was briefly discussed which could take 15 years complete. Kalms noted that it may be possible to borrow funds for 10 years and incorporate it into levy. It was requested to prepare information for 10, 15, and 20 years for borrowing amounts of \$5.5, \$10, \$15, and \$20 million for future discussion. It may be beneficial to work in stages to ensure the Town remains available for future outside funding sources.

ARPA Funding Allocation – Studebaker reported that there is \$75,000 in the Town Tech Capital fund and the Town is scheduled to receive \$170,000 in ARPA funds which will need to be used for water, sewer, or broadband by 2024. He has asked the Chairman to allocate \$75,000 of the ARPA funds to broadband, and he is planning to suggest \$75,000 be budgeted for Tech Capital in 2022.

UW Student Projects – Studebaker reported that he has submitted two project ideas to UW-Madison and is waiting for a response. The first project request is to create a step-by-step guide for creating a co-op. Watts found muninetworks.org to be a valuable site for co-op formation. The second project request is to develop marketing materials to be used to educate citizens regarding the internet, and more specifically telehealth options.

Technology Committee Budget – None.

The next Technology Committee meeting will be Thursday, July 8, 2021 at 7:00pm

Ward moved, Watts second to adjourn at 6:38pm. Passed 3-0.

Respectfully Submitted,
Anastasia Bell, Clerk/Treasurer
Approved at the 7/7/21 Technology Committee meeting.