

**Town of Sturgeon Bay
Broadband Internet Committee Meeting
Door County Library
April 18, 2024 Minutes**

1. **Call to Order:** The meeting was called to order by David Wood at 3:01 PM.
2. **Establish quorum:** Committee members present: Jeff Feuerstein, Pam Kraase, Randy Graf, Cathy Eckers. Virtual: David Wood. Also present: Hugh Zettel.
3. **Adopt agenda:** A motion to adopt agenda made by Feuerstein and seconded by Graf. Motion carried.
4. **Approve minutes:** A motion to approve minutes of the April 4th, 2024, meeting made by Eckers; seconded by Graf. Motion carried.
5. **Correspondence:**
 - Wood shared correspondence from Frontier Communications
 - AT&T corporate announced that even if the federal government allows the Affordable Connectivity Program to lapse, which seems likely, they will continue to offer the \$30 rate to eligible subscribers.
6. **Public comment:**
 - Zettel shared the FCC has announced a speed of 100/20 is the new baseline in order to be considered served.
 - Zettel also shared that the NTIA approved the State of Wisconsin Public Service Commission, Volume 1B, proposal. The draft was issued last fall and was recently approved. This means that fixed wireless is not considered BEAD-served. Most likely those with fixed wireless will be considered either unserved or underserved.
7. **Old business:**
 - a. Discuss contract with AT&T:

Wood stated that the contract is still in the hands of AT&T as they are waiting for the Wisconsin PSC to release their grant terms so that AT&T can proceed. There are also some straggler locations that may need to be included in the process. The AT&T rep said there would not be any additional cost to the town.

Robyn Gruner of AT&T would also like to set up a monthly check-in meeting with the town representatives once the contract is signed. These meetings will be virtual and will likely be with Wood and Feuerstein on the second Tuesday of the month at 11 am.

Once the contract is signed, Zettel indicated that there will be a kick off meeting for the town where the committee and town board members will be able to meet with AT&T representatives.

Right of entry form discussion with Robyn of AT&T. She seemed to think that AT&T may already have easements in place. At a minimum any new builds would require right of entry forms for AT&T to go on the owners' properties. Zettel believes this needs to be followed up.

- b. Review address verification spreadsheet and policy. Eckers stated that the spreadsheet still needs minor changes before it is considered final. AT&T said they do not need the list until they are ready to proceed. There is a question about whether or not the county pit located at 5960/5962 Johnson Road will require a drop. Eckers had contacted Thad Ash of Door County, but she is not certain he understood the advantage of placing a drop at the time AT&T does the install. Zettel feels that inquiry to the county should come from Jessica Hatch. Eckers will contact Hatch about this issue.
- c. Public education/outreach plan during construction. Wood shared a PDF from AT&T that explains how the fiber build will look to customers. After the contract is signed the committee will proceed with disseminating information to residents.

8. New business:

- a. Environmental review process update. Wood has begun the process with the DNR. He shared the list of MFL properties within the town. The TOSB has about 1,485 acres of Managed Forest land. Zettel stated that AT&T may have expeditors for this process.
- b. Right-of-way and permitting discussion. Zettel stated that Sevastopol is ahead of the municipalities on this subject. Once they have their process ironed out, they will share their knowledge with our committee and town. Wood stated that this is ultimately a town board issue.
- c. Municipal cost comparison. Wood shared a spreadsheet that he received from Hugh Zettel which compares the county fiber projects, their total costs, and current status. The TOST cost to taxpayers will be about \$3 per month per one hundred thousand. The fact that our town received the PSC grant award is a huge bonus.

9. Matters to be placed on a future meeting agenda: None.

10. Next meeting dates

- a. Thursday, May 2, 2024, 3:00 to 5:00 pm CT, in Conference Room 1
- b. Thursday, May 23, 2024, 3:00 to 4:30 pm CT, in Conference Room 1

11. Motion to adjourn made by Kraase seconded by Graf. Motion carried. Meeting adjourned at 4:02 pm.

Respectfully submitted by Cathy Eckers, Recording Secretary