

**Town of Sturgeon Bay
Broadband Internet Committee Meeting
Door County Library
March 21, 2024 Minutes**

1. Call to order: The meeting was called to order by David Wood at 3:04 pm.
2. Establish quorum: Board members present: Jeff Feuerstein, Pam Kraase. Present via Zoom: David Wood, Randy Graf. Absent: Eckers. Community Members present: Jessica Hatch, Hugh Zettel.
3. Adopt agenda: Motion by Feuerstein to approve agenda. Second by Graf. Motion carried.
4. Review and approval of minutes from March 7, 2024 meeting: Motion by Feuerstein to approve minutes. Second by Kraase. Motion carried.
5. Correspondence: No correspondence
6. Public comment: No public members; no public correspondence.
7. Old business:
 - a. AT&T contract sent to Randy Nesbitt, town lawyer, to review. He recommended that the Board sign the contract. Discussion on sending AT&T broadband contract to Town Board for approval and signature. Motion by Kraase, second by Graf, motion carried.
 - b. Broadband map updates; Zettel recommended waiting on giving address list to AT&T. Can clean up files and do a data dump around roll-out time. Must include private roads, updated BSL list, possibly environmental data on areas that may be impacted. There's also a utility accommodation ordinance coming out soon from the Door County Board of Supervisors that may also impact the work, so no need to give AT&T the address list yet. Suggestion to consider putting address list on the town's website so that residents and property owners can check their addresses. Additional discussion on the need for addressing environmental issues: Because the town will be receiving a federal grant, we need to address potential. This may include seasonal work to prevent encroachment on habitat for endangered species, particularly the Northern Long-eared Bat. AT&T would be expected to apply directly to the DNR for information and permits to do work.

8. New business

- a. With PSC grant, \$16K from Door County, \$84K from the township's funds, the amount that will be financed is around 30% less than what the committee announced to the public in 2023. Recommend applying for a loan from Bureau of Public Lands for the remainder of funds needed for broadband project. Interest rates are anticipated to drop in 2024, so we will be watching the interest rate closely for best time to apply for loan.
- b. Wood made updates to Q&A document, will be posted on town's website. Suggestion from Zettel that the town may want to put out a "Right of Entry" form for residents to sign stating that they allow AT&T to come onto their property to do work. If residents say no, they will get a line drop at the road, but nothing to their residence, which could be expensive for them to connect later on. This form may be included with town mailings. The need and use of this form should be run by AT&T.

9. Items for future meetings

- a. Public outreach discussion and actions moved to next meeting.

10. Next meeting date: Thursday, April 4, 2023, 3:00-5:00 pm, Meeting Room 1 at Door County library in Sturgeon Bay. Please note change in meeting room. We will be able to access the room at 2:45 pm for meeting set-up.

11. Motion to adjourn by Feuerstein, seconded by Graf. Meeting adjourned at 4:53 pm.

Respectfully submitted by Pamela Kraase, Sturgeon Bay Broadband Committee member.