

LINCOLN COUNTY
Broadband Committee
Monday, June 5, 2023, 4:00 PM
Meeting Location: Room 247/248 Government Services Center
801 N. Sales St., Merrill WI 54452
Via Teleconference and In-Person Attendance

Electronic Attendance Available: Persons wishing to attend the meeting electronically may enter the meeting prior to the start time indicated above using the following number or address:

Meeting ID: meet.google.com/vvz-szuh-ipi

Phone Numbers: 1 862-283-0266

PIN: 419 571 710#

Please Note: *The teleconference cannot start until the host dials in and enters the host password. In the event there is an unforeseen technical difficulty that prevents all or a part of the meeting from being available electronically, the meeting will continue in person and those wishing to attend can appear in person at the location indicated in this agenda.*

Attendance Policy: All public participants' phones, microphones and chat dialog boxes must be muted or disabled during the meeting.

***Amended Agenda**

1. Call Meeting to Order
2. Public Comment
3. Approve Minutes from Previous Meeting
4. Review and Act on Draft Resolution to Establish the Lincoln County Broadband Commission
5. Review and Act on draft Resolution to Accept Wisconsin Public Service Commission Grant Funds for Broadband Equity, Access, and Deployment Local Planning
- *6. Review and Approve Work Agreement with North Central Wisconsin Regional Planning Commission for Broadband Plan Development
7. Set Date and Draft Agenda for the First Broadband Plan Development Meeting with North Central Wisconsin Regional Planning Commission.
8. Lincoln County Broadband Initiatives and Timelines Update
9. Set Next Meeting Date and Suggest Agenda Items
10. Adjourn

DISTRIBUTION:

Broadband Committee Members: Angela Cummings, Julie DePasse, Randy Detert, Laurie Thiel, Ken Wickham, Administrative Coordinator Renee Krueger, IT Director Travis Spoehr, and Land Information Manager Norm Bushor

Other County Board Supervisors

Department Heads

Bill Bialecki, Executive Director, Lincoln County Economic Development Corporation

Posted on _____ at _____ a.m. /p.m. by _____

There may be a quorum of other Lincoln County committees present at this meeting.

Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. You may contact the County Clerk at 715.539.1019 or by email at Chris.Marlowe@co.lincoln.wi.us. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

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Agenda

1. Call Meeting to Order
2. Public Comment
3. Approve Minutes from Previous Meeting
4. Review and Act on Draft Resolution to Establish the Lincoln County Broadband Commission
5. Review and Act on draft Resolution to Accept Wisconsin Public Service Commission Grant Funds for Broadband Equity, Access, and Deployment Local Planning
6. Review and act on Draft Resolution to Authorize Lincoln County to enter into an Agreement with North Central Wisconsin Regional Planning Commission for Broadband Plan development and to utilize Broadband Equity, Access, and Deployment Local Planning Grant Funds for Services.
7. Set Date and Draft Agenda for the First Broadband Plan Development Meeting with North Central Wisconsin Regional Planning Commission.
8. Lincoln County Broadband Initiatives and Timelines Update
9. Set Next Meeting Date and Suggest Agenda Items
10. Adjourn

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**LINCOLN COUNTY
BROADBAND COMMITTEE MEETING MINUTES
Monday May 15, 2023, 4:00 P.M.**

Members present: Chair Wickham, Supervisor DePasse, Supervisor Detert, Supervisor Thiel

Members excused, Supervisor Angela Cummings,

Members Absent: None

Resource Members Present: IT Director Travis Spoehr,

Others Present: Supervisor Bill Bialecki, Administrative Coordinator Renee Krueger

1. Meeting was called to order at by Chair Wickham at 4 pm
2. Public Comment – none
3. Approve the minutes from March 30, and April 18, 2023, M/S Thiel/Detert-no discussion – all ayes – minutes approved.
4. Approve Revised Speed Test Flyer – M/S Detert/DePasse to approved revised flyer all ayes – motion carried.
5. Establish County Broadband Commission – discussion on the value of commission vs committee – M/S DePasse/Detert to develop a resolution to present to the County Board – all ayes – motion carried. Chair Wickham will prepare.
6. Lincoln County Broadband Initiatives and Timelines.
 - **Memorandum of Understanding for Broadband Planning between Centergy and Lincoln County** -this has been signed by County Board Chair Friske.
 - **Broadband Plan Development Agreement with North Central Wisconsin Regional Planning Commission** – they came to us and said that they could help get our plan together – waiting to hear back.
 - **Identify Proposed Government and Public Participants for Plan Development** – this may be covered by the “Commission” that we may be setting up.
 - **Reporting Requirements Due June 19, 2023** -Travis said the date is now 6/12/23
 - Convene an initial planning group or provide documentation of meetings of an existing group – **in progress.**
 - Begin outreach to stakeholders in their community and/or region related to broadband planning – **in progress.**
 - Identify a preliminary regional broadband vision and draft goals – **in progress.**
 - Identify key barriers and opportunities related to Internet for All in their community and/or region – **this will need to be updated.**
 - Submit a detailed budget by cost category – **in progress**
7. Set next Meeting Date – Monday June 5, 2023
8. Adjourn at 4:52 pm

Minutes respectfully submitted by Laurie Thiel, Secretary

RESOLUTION 2023-MO-##

Resolution to Support Establishment of a Broadband Commission and Supporting Broadband Expansion to Provide High Speed Internet Service to all Residents of Lincoln County

WHEREAS, large areas within Lincoln County lack internet service or have internet service data upload and download speeds lower than those required for reliable data processing and data transmission; and

WHEREAS, reliable High-Speed Internet service and infrastructure related to internet service are critical components in providing police, fire, rescue communication services and access to internet application which increase efficiency of these services and therefore improve public safety; and

WHEREAS, reliable High-Speed Internet service at homes are a critical need for students of all area school districts which now require utilization of technology including tablets and laptops for daily assignments and without internet services some students are left behind in required classes and classwork; and

WHEREAS, Merrill Public Schools administers *Bridges Virtual Academy* that has 742 total students enrolled, 80 students who are resident students and 662 which are non-resident students which provides for additional funding to the school district; and

WHEREAS, reliable High-Speed Internet service at homes allows for Colleges, Universities and other higher forms of advance education for provision of remote instruction and learning and without internet services some Lincoln County residents do not have opportunities for advanced education without relocation from Lincoln County addresses; and

WHEREAS, reliable High-Speed Internet service at homes and facilities are a critical need for health care providers that can monitor patient health remotely (also known as Telemedicine) and without that ability many people including aging and disabled must relocate their homes to areas with appropriate Telemedicine opportunities; and

WHEREAS, businesses of all varieties now require Reliable High-Speed Internet service to provide access to financial transactions, and regional and worldwide markets and areas within Lincoln County without Reliable HighSpeed Internet service fail to retain and attract businesses and industry which sustain the local work force; and

WHEREAS, having reliable High-Speed Internet service allows residents to live and work in Lincoln County for employers who allow telework options in other areas of the country; and

WHEREAS, the COVID pandemic accentuated the need for Reliable High-Speed Internet service in all homes, businesses and industry locations as a primary utility; and

WHEREAS, based on the above facts, the Lincoln County Board of Supervisors believes that provision of Reliable High-Speed Internet service for all locations within Lincoln County is extremely important to the residents, businesses, industry and economy of Lincoln County; and

WHEREAS, based on the above facts, the Lincoln County Board of Supervisors believes that provision of Reliable High-Speed Internet service for all locations within Lincoln County will improve efficiency of emergency and medical services and improve the safety of all residents and visitors of Lincoln County; and

WHEREAS, the Lincoln County Broadband Committee recommends the establishment of a Broadband Commission organized under the Lincoln County Economic Development Corporation, and further recommends the Commission include the following members:

1. One Member from the Lincoln County Economic Development Corporation as designated by action of the Corporation.
2. One member of the Lincoln County Board of Supervisors as appointed by the County Board Chair.
3. One Member from the Lincoln County Administrative and Legislative Committee as designated by action of the Committee.
4. One Member from the Lincoln County Sherriff's Department or dispatch center as designated by the County Sherriff.
5. A representative of all fire departments within the County as determined by nomination from the departments.
6. The Lincoln County Emergency Management Director
7. The Lincoln County Informational Technology Director
8. The Lincoln County Land Information Program Manager
9. One Member of the Aspirus Health Program as designated by that organization.
10. One member from each of the Merrill and Tomahawk school districts as appointed by the respective School Board.
11. One member from each Township Government, City and Village within Lincoln County as appointed by the appropriate Board or Council.

WHEREAS, the Lincoln County Board of Supervisors requests that at its earliest convenience, the Lincoln County Economic Development Corporation Board of Directors establish a Broadband Commission and approve the members of the Broadband Commission at a scheduled and posted public meeting of the Board; and

WHEREAS, the Lincoln County Board of Supervisors recommends that the Broadband Commission, at its first meeting, appoint a Broadband Commission Chairman by a majority vote of its members; and

WHEREAS, the Lincoln County Board of Supervisors recommends that the Broadband Commission Chairman act as the single point contact for broadband opportunities in Lincoln County.

NOW THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors hereby requests and supports the creation of a Broadband Commission organized under the Lincoln County Economic Development Corporation;

BE IT FURTHER RESOLVED, that the Lincoln County Board of Supervisors agrees to cooperate with recommendations of the Broadband Commission and may authorize County sponsorship of grant funding requests and County budget funding for Broadband based activities with future approvals by the Board.

BE IT FURTHER RESOLVED, that the Lincoln County Board of Supervisors recognizes the authority for Broadband Commission activities, including appointment of County representation on the Commission and review and forwarding of Broadband Commission requests for County support to the Lincoln County Administrative and Legislative Committee.

BE IT FURTHER RESOLVED, that the Lincoln County Board of Supervisors supports Broadband Commission activities to make Reliable High-Speed Internet service, at Federal minimum service standards, available to all areas of Lincoln County, with priority given to projects based on areas that are unserved or underserved.

Dated:

Authored by:

Co-Sponsored by:

Committee: Broadband Committee

Committee Vote:

Fiscal Impact: None

Date Passed:

Drafted by: Renee Krueger, Lincoln County Administrative Coordinator

Resolution 2023-MO-##

Resolution accepting \$18,171.15 in Broadband Equity, Access, and Deployment Grant Funds from the Wisconsin Public Service Commission to Support Lincoln County Broadband Planning

WHEREAS, the Wisconsin Public Service Commission established funding allocations for the Broadband Equity, Access, and Deployment (BEAD) Local Planning Grant program through the Commission's Order of February 1, 2023, in docket 5-BP-2023 to assist Wisconsin counties and federally recognized Tribes to define the need, vision, and strategy for deployment of broadband in communities; and

WHEREAS, the Lincoln County Board of Supervisors passed Resolution 2023-02-09 on February 20, 2023 which declared Lincoln County's intent to participate in BEAD Local Planning Grants and authorized the County to submit a letter of intent to the Wisconsin Public Service Commission certifying Lincoln County's intent to participate in BEAD Local Planning Grants.

WHEREAS, Lincoln County submitted a letter of intent to the Wisconsin Public Service Commission on March 6, 2023 certifying the County's intent to participate collaboratively with Centergy, Incorporated, the local Regional Economic Development Office, in the BEAD Local Planning Grant Program.

WHEREAS, the Wisconsin Public Service Commission awarded a total of \$100,855.75 on a reimbursable basis to Centergy, Incorporated for Adams, Lincoln, Marathon, Portage, and Wood Counties to support local broadband planning efforts and build local capacity that will be needed throughout the BEAD planning and initial implementation period. Funds will support planning activities that include but are not limited to outreach initiatives, conducting local needs assessments, and developing local plans for broadband development; and

WHEREAS, Lincoln County's total share of the \$100,855.75 BEAD Local Planning Grant funding amounts to \$18,171.15 on a reimbursable basis for the period February 1, 2023 through May 1, 2025; and

WHEREAS, Lincoln County is committed to using these funds to support the creation of the Lincoln County Broadband Plan.

NOW, THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors accepts and expresses gratitude for the \$18,171.15 Broadband Equity, Access, and Deployment Grant funds for use on a reimbursable basis for eligible Lincoln County broadband planning expenses.

Dated:

Authored by: Kenneth L. Wickham, District 18 Supervisor

Co-Sponsored by:

Broadband Committee Vote:

Passed:

Fiscal Impact: Receiving up to \$18,171.15 for Broadband Planning

Drafted by: Kenneth L. Wickham, District 18 Supervisor

WORK AGREEMENT BETWEEN:

LINCOLN COUNTY
and
NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

This WORK AGREEMENT is made and entered by and between the NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION, hereinafter called the "NCWRPC", and the LINCOLN COUNTY, hereinafter called the "Client":

I. PURPOSES

The Client hereby retains the professional services of the NCWRPC for the preparation of a County Broadband Plan.

II. ENGAGEMENT OF SERVICES

A. The authority of the NCWRPC to enter into and perform its duties under this Work Agreement is set forth in WI Statutes.

B. NCWRPC will perform the services required under this Work Agreement by utilization of its resident staff or through the services of one or more consultants retained by the NCWRPC.

C. CLIENT contact shall be: Ken Wickham, Supervisor
Lincoln County Service Center
801 N. Sales Street
Merrill, WI 54452
Phone: 715-539-1019
Email: ken.wickham@co.lincoln.wi.us

NCWRPC contact shall be: Dennis Lawrence, Executive Director
210 Mc Clellan Street, Suite 210
Wausau, WI 54403
Phone: (715) 849-5110/Fax: (715) 849-5510
Email: dlawrence@ncwrpc.org

D. To protect the NCWRPC and the client, and to assure that the NCWRPC's assistance continues to be accepted as objective and impartial by the private and public sectors, it is expressly agreed that the fee for the undertaking of this engagement is in no way dependent upon the specific conclusions reached or the nature of the advice given.

- E. It is expressly understood and agreed that the NCWRPC is not authorized or licensed to practice architecture, engineering, or law. And as such, the products produced pursuant to this Work Agreement are subject to the review and approval of the client's architects, engineers, and attorneys.
- F. NCWRPC shall not be responsible for determining the possible effect on this project of future federal, state or local legislation, including any environmental or ecological matters.
- G. NCWRPC shall not be responsible for evaluating the effectiveness of Local Unit of Government's management or for future efforts or other management action upon which actual results will depend.

III. SCOPE OF SERVICES

- A. Five primary tasks are outlined in the scope of work. See Attachment A.
- B. Period of Performance: The work to be performed under the terms of this Work Agreement shall commence upon the signing of this agreement and end with the delivery of the final product. The NCWRPC shall make a good faith effort to complete its tasks within this timeline; however, the NCWRPC shall not be responsible for delays in performance caused by events beyond its control, including, but not limited to, illness, fire, strike, changes requested by Client, delays by Client or agents of the Client in supplying requested information to NCWRPC, labor disputes/shortages, transportation delays, weather delays, energy shortages, material shortages or acts of God.
- C. Waiver and Revisions: To be binding on the parties, all changes to the terms of this Work Agreement must be in writing and signed by both Parties.
- D. Termination: Client has the right to terminate this Work Agreement at any time, but expressly agrees to pay the NCWRPC for all services performed and costs incurred prior to the date of termination.
- E. Assignability: Neither party to this Work Agreement may assign its obligations under this Work Agreement to another party, except with the written approval of the other party to this Work Agreement.
- F. Data to be Furnished: report text, data, charts, tables, and the like, developed by or available from either party prior to, during, or following the period of this Work Agreement, shall be made available without undue delay or charge to the other party.

Except for records that must be disclosed pursuant to state and federal law, no confidential or proprietary information shall be released to the public or to any third party without the mutual consent of the parties to this Work Agreement.

- G. Conclusion of Work: The obligation of the NCWRPC to perform under this Work Agreement ends when the document is completed and delivered to the Client for acceptance. Thereafter, the NCWRPC will have no obligation to revise its findings or report to reflect conditions that occur subsequent to the date thereof. The NCWRPC will, however, be available to discuss the necessity for revisions in view of changes in applicable laws or regulations. In the event that Client becomes involved in a dispute that requires NCWRPC's services beyond the scope of services provided for in this Agreement, including expert testimony, the Client agrees to pay NCWRPC for Staff time at the NCWRPC's standard hourly billing rates, plus expenses.

IV. COMPENSATION/METHOD OF PAYMENT

- A. The NCWRPC's lump sum fee for this project will be eighteen thousand one hundred and seventy-one dollars (\$18,171). This fee will be covered by the BEAD grant received from the PSC.
- B. Invoices will be submitted for services over the contract period.
- C. Any work beyond this will incur additional costs as agreed upon by both parties and billed separately.

V. NON-DISCRIMINATION

In connection with the performance of the tasks completed under this Work Agreement, the parties hereto agree to fully comply with all state and federal employment laws, including, but not limited to, the Age Discrimination Employment Act, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act, the Family and Medical Leave Act, the Employee Retirement Income Security Act, the Wisconsin Fair Employment Law and the Wisconsin Family and Medical Leave Law.

VI. MISCELLANEOUS

- A. Any unpaid invoices remaining due the NCWRPC thirty (30) days after the due date reflected on the invoice may bear interest at the annual rate of twelve percent (12%) per annum until paid.
- B. This Work Agreement with the attachment represents the entire understanding of the parties with respect to the subject matter thereof. All prior correspondence, contracts or agreements are hereby superseded and it is understood that there are no other promises, understandings or agreements, either oral or written, between the parties affecting their relationship except as provided herein.

C. This Work Agreement shall be governed and construed according to the Laws of the State of Wisconsin.

IN WITNESS WHEREOF, the parties have executed this Work Agreement effective _____, 2023.

LINCOLN COUNTY

NCWRPC

By: _____

By: _____

Don Friske
County Board Chair

Dennis Lawrence
Executive Director

Attachment A

SCOPE OF WORK

North Central Wisconsin Regional Planning Commission BEAD Planning Assistance

The NCWRPC is available to assist counties that are looking to develop an initial Broadband Plan. To complete such a plan five primary tasks would be completed as detailed below to create a County Broadband Plan. Costs to complete would be covered by the BEAD funding and the timeline to complete would coincide with the grant period.

Host Stakeholder Meetings (2 Virtual mtgs.)

- Identify broadband vision and goals
- Identify barriers and opportunities
- Prepare PSC June 19 request

Marketing Plan

- Speed test promotion and data collection
- Identify potential challenges of FCC map accuracy

Mapping

- Review current broadband maps
- Analysis of development density
- Create speed test data map (GeoPartners)
- Determine areas unserved and underserved
- Develop revised county map – utilizing FCC H3 Hexagon GIS Data

Plan Development (utilizing GeoPartners Rapid Design)

- Fiber and Fixed Wireless Designs
- Hybrid Design Alternatives
- Identify potential providers
- Detailed Cost Analysis

Recommended Plan (1 in-person Mtg. with designated committee)

- Review all data and other information collected
- With designated County Committee establish Broadband Plan

Proposed Agenda for Lincoln County Broadband Planning Process Meeting

1 – Committee / Task Force

At that first meeting you should invite the existing committee /task force if it exists. If the county does not have an existing committee that will be the first item to discuss at the meeting. Who should be on this committee? How big should it be?....etc.

2 – Goals

Purpose and goals of the broadband planning initiative. Clearly state what you aim to achieve through the planning process.

3 - Overview of the planning process

Parts of the plan and timeline to complete process.

4 – Speed Test

Discuss broadband speed test and how to promote it. What we plan to use the data for during the planning process and why this information is important to collect.