

Lincoln County Broadband Commission Meeting
6:30 PM, Tuesday, October 24, 2023
Room 255/257/260, Lincoln County Service Center
801 N. Sales Street
Merrill, WI 54452

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: 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.

Agenda

1. Call Meeting to Order
2. Introductions
3. Approve Minutes from Previous Meeting
4. Recommendations, Comments, and/or Changes to the Draft Broadband Plan – All
 - a. Confirm/define upload/download standards
 - b. Goals
 - c. Priorities/Potential Project Areas
 - d. Other recommendations/comments/changes
5. Frontier Communications Proposed Project for Wisconsin Public Service Capital Projects Fund Broadband Infrastructure Grant (due November 7, 2023) – Ken/Pat
6. Speed Test Flyer Update – Jerome
7. Public Outreach and Marketing - All
8. Commission By-Laws - Ken
9. Open Discussion - All
10. Date, Time, Location, and Agenda Items for Next Meeting (Thursday, November 30, 2023?)
11. Adjourn

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.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public
2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

TIME OF NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such a notice is impossible or impractical.

EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a).
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to the final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

BALLOTS, VOTES AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

Lincoln County Broadband Commission Meeting
6:30 PM, Thursday, September 14, 2023
Room 255/257/260, Lincoln County Service Center
801 N. Sales Street
Merrill, WI 54452

MINUTES

Attendees: In Person: Ken Wickham, Bill Bialecki, Elsa Duranceau, Earl Welker, Pat Boermans, Gary Hartwig, Jerome Ziegelbaur, Dustin Brown, Clyde Nelson, Renee Krueger, Heidi O'Hare, Travis Spoehr

Virtual: Mike Houth, Julie Allen

1. Call Meeting to Order 6:31PM
2. Welcoming Remarks
3. Purpose of Introductory Meeting
4. Introduction of Participants
5. Explanation of Commission Roles, Responsibilities, and Expectations
 - Non-government entity to serve as a single point of contact.
 - Provide leadership and representation to establish broadband telecommunications availability in Lincoln County.
 - Develop Broadband Commission mission, vision, goals, and organizational structure.
 - Develop and administer the Lincoln County Broadband Plan.
 - Identify, promote, coordinate, and facilitate opportunities to achieve Broadband Plan goals including collaborating with internet service providers and broadband infrastructure providers.
 - Keep the Lincoln County Economic Development Executive Director and Lincoln County businesses, residents and taxpayers informed about Broadband progress.
 - Direct requests for County government support to the Administrative and Legislative Committee via the Lincoln County Economic Development Executive Director.
 - Provide recurring updates regarding Broadband Plan progress to the Lincoln County Board of Supervisors.
6. Commission Membership
 - Has the ability to expand.

Lincoln Co. Economic Development	Major Medical Providers
Lincoln Co. Supervisor	Merrill School District
Lincoln Co. Sheriff's Department/Dispatch	Tomahawk School District
Fire Departments Representative	Each Municipality

Lincoln County Administrative Coordinator	Merrill Library
Lincoln Co. Emergency Management Director	Tomahawk Library
Lincoln Co. Information Technology Director	CESA 9
Lincoln Co. Land Information Program Mgr	Chambers of Commerce

7. Lincoln County Broadband Commission Goals

- Support establishment of broadband telecommunications availability to all areas, residences, and businesses of Lincoln County. Broadband speeds initially should be at least 100 megabits per second download and 20 megabits per second upload.
- Create a map of internet service in Lincoln County and identify and prioritize areas that are unserved or underserved for broadband by the end of the first quarter of calendar year 2024.
- By the end of the first quarter of the calendar year 2024, produce a plan that provides a realistic scenario for deploying broadband infrastructure in Lincoln County.
- Identify and promote opportunities for Lincoln County residents and businesses to access internet educational and self-help opportunities.
- On an ongoing basis, encourage internet infrastructure and service providers to invest in Lincoln County through county and community support of funding applications by matching funds, in-kind services, or other collaboration or coordination opportunities.
- Establish by the fourth quarter of calendar year 2023 a Lincoln County Broadband Commission that reflects and includes representatives from our county's citizens, municipalities, businesses, and government.

8. Status of Current Lincoln County Broadband Efforts

- Committee active for approximately last two years
- Speed testing/Mapping
- Broadband Plan development (NCWRPC through \$19,000 Broadband Equity, Access, and Deployment Grant from PSC)
- Rural Digital Opportunity Fund auctions 2019 – Charter and LTD Broadband
- Support of Charter Spectrum PSC Broadband expansion grant – March 2023
- Current PSC Capital Projects Broadband Infrastructure grants \$42 million due November 7, 2023
- Internet for All (Bipartisan Infrastructure Law) \$1 billion grant funds for Wisconsin
- Why change to Broadband Commission?
 - Stability
 - Broader representation
 - Community and Economic Development focus
 - Flexibility

9. Election of Broadband Commission:

- Chair: Ken Wickham nominated by Pat Voermans, seconded by Earl Welker
 - Vote: unanimous yes and accepted
- Vice Chair: Pat Voermans nominated by Ken Wickham, seconded by Gary Hartwig
 - Vote: unanimous yes and accepted

- Secretary: Elsa Duranceau nominated by Clyde Nelson, seconded by Pat Voermans
 - Vote: unanimous yes and accepted

9. Establish Quorum requirements

- Clyde Nelson motions 9, seconded by Jerome Ziegelbaur
 - Vote: unanimous, yes.

10. Determine Frequency of Meetings

- Clyde Nelson motions Monthly and 4th Tuesday of the month and at the discretion of chair, seconded by Jerome Ziegelbaur
 - Vote: unanimous, yes.

11. Date, Time, Location, and Agenda for next Meeting

- Next meeting: October 24 @ 6:30pm
- Agenda out at least one week in advance
 - By-laws
 - How to market speed testing
 - Define what target speed is needed/wanted

12. Adjourn 8:21PM

Useful links

Lincoln County Broadband Committee Meeting Agenda and Minutes

[Meetings | Lincoln County, Wisconsin](#)

Wisconsin Public Service Broadband Office

[PSC Wisconsin Broadband Office](#)

[PSC Capital Projects Broadband Infrastructure \(wi.gov\)](#)

Rural Digital Opportunity Fund (RDOF) Map

<https://experience.arcgis.com/experience/0b324cabf7b94d9ca34caa9361122d94/>

Lincoln County Internet Speed Test

[Turn Your Red Dots Green! Click Here to Take the Broadband Speedtest. | Lincoln County, Wisconsin](#)

Broadband Planning Presentations by PSC/UW-Extension

[Broadband – Community Economic Development \(wisc.edu\)](#)