

Telecommunications Committee Meeting – January 16, 2017

Posted January 11, 2017 at 4 p.m. at the Town of Russell Garage, Town Clerk's Office and Town website. Notices sent via e-mail to the Ashland Daily Press and Bayfield County Journal.

The meeting was called to order by Committee Chairman Mark Bugher via telephone at 8:02 a.m. at the Town of Russell Garage. Roll call was taken as follows; present Supervisor Larry Meierotto and committee member Mike Cariveau. Clerk/Treasurer David L. Good was also present.

Theron Rutna representing the Red Cliff Band of Lake Superior Chippewa was not present.

The Pledge of Allegiance was recited by those present.

Approval of the agenda – A motion was made by Meierotto and seconded by Cariveau to approve the agenda. The motion carried.

PUBLIC INPUT – No members of the public were present and no public input was offered.

APPROVAL OF MINUTES – A motion was made by Meierotto and seconded by Cariveau to approve the minutes of the December 5, 2016 meeting. The motion carried.

Report from the Tribe on current activities regarding cellular and broadband initiatives – No report.

OLD BUSINESS

Discussion Regarding Contact with Communications Companies Providing Telecommunications Services in the Town of Russell – Bugher has reached out to Verizon and has had an initial contact. However, he has not heard back from them. He will continue efforts to contact Verizon. Bugher has also contacted Norvado. Discussion followed that they are not in the cellular business. It was agreed we need CenturyLink's proposed design data before we discuss potential action with other possible providers. It should be available in 60-90 days. It was agreed that Cariveau will get an update on design progress from Mark Scribner at CenturyLink. The availability of towers was discussed and Cariveau will contact Jan Victorson at Bayfield County Emergency Management for more detailed information on existing towers.

Discussion regarding property owner survey on cellular/internet services – Good distributed a report of surveys received to date. We have 51 surveys returned or a 20% return rate at this time. He thinks we will reach about 100 surveys returned by early February 2017. The most interesting thing learned is that almost everyone has a smartphone! Cariveau suggested mapping the address of those returned surveys that do or do not have cell service. Good agreed to provide address data for those surveys that can be identified. Discussion followed that we agreed to not share customer specific data so committee members were reminded to not share the detailed survey information.

Discussion regarding the "Vision Statement" – The committee reviewed the following vision statement from the December committee meeting and made no changes. The Clerk was directed to post this on the Town's website.

"To create an environment and partnerships where residents and visitors of the Town of Russell have seamless, uninterrupted access to voice, data and broadband service and where it is prudent financially

and strategically relevant, support policies that facilitate an infrastructure that allows for voice, data and broadband services for home, business and government.”

Discussion regarding developing a “Strategic Plan” – Bugher suggested the following as key points of a strategic plan which the committee discussed and revised as follows:

1. Convene and appoint a committee
2. Create a Mission Statement
3. Identify Partners and Collaborators: Tribe, Residents, Businesses, and Service Providers.
4. Assess Needs
5. Determine Remedies
 - a. Identify remedies to cellular and internet service deficiencies
 - b. Measure investments necessary to respond to identified deficiencies
 - c. Establish timelines to respond to needs of Town residents
6. Report to Town Board on Options and Recommendations by November 2017
7. Execute the Plan

Next Steps and Assignments – The following assignments were agreed to:

1. Bugher contact Norvado regarding cellular coverage and refine Strategic Plan.
2. Cariveau contact CenturyLink on status of broadband design, discuss our needs with Ericsson and request a cost proposal if necessary, contact Bayfield County on existing tower information and do 3-D design of line signal off existing tower sites.
3. Good provide address location information on survey responses and finalize survey results for February meeting.

The next Telecommunications Committee Meeting – It was agreed to meet on at 8:00 a.m. on Monday, February 27, 2017 at the Town Garage. Bugher will attend by telephone.

A motion to adjourn at 8:52 p.m. was made by Cariveau and seconded by Meierotto. The motion carried.

The minutes respectfully submitted by:

David L. Good – Clerk/Treasurer