

**KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)
BROADBAND AND ADVANCED TECHNOLOGY COMMITTEE**

MINUTES

June 5, 2023

Kandiyohi County Health & Human Services Building, Willmar and Via ZOOM Video Conference

Present: Duane Anderson, Kelsey Baker, Mark Boesch, Bruce DeBlieck, Jesse Gislason, Jason Hulstein (via Zoom), Roger Imdieke, Tony Kirby (via Zoom), Michelle Marotzke, Ryan Nelson, Rollie Nissen, David Sisser and Chuck Stranberg

Guest: Dean Bouta

Excused: Paul Bolle

Secretarial: Cathy Skindelen, Legal & Administrative Assistants, Inc.

Chairperson Mark Boesch called the meeting to order at approximately 10:05 a.m.

MINUTES—

IT WAS MOVED BY David Sisser SECONDED BY Roger Imdieke, to approve the Minutes of the May 1, 2023 meeting as emailed. MOTION CARRIED.

RECOGNITION OF DEAN BOUTA—Chair Boesch presented a plaque to Dean Bouta commemorating his excellent service to the EDC Broadband and Advanced Technology Committee from 2015 until 2022.

[Dean Bouta was excused from the meeting.]

NEW BUSINESS—

2024 EDC Budget. Chair Boesch presented the EDC 2024 Broadband and Advanced Technology Committee budget (see attached). The committee's 2024 budget is \$6,000, which is similar to the 2023 budget with the following exceptions:

- Contracts and supply expenses for the Digital Inclusion Grant were removed (\$4,000)
- Meals/Meeting Refreshments reduced from \$250 to \$200.
- Mileage/Travel budget reduced from \$750 to \$500.
- Printing, copying and publishing budget reduced from \$750 to \$500.

IT WAS MOVED BY Jesse Gislason, SECONDED BY Rollie Nissen, to approve the proposed 2024 budget for the Broadband and Advanced Technology Committee. MOTION CARRIED.

UNFINISHED BUSINESS—

Updates on Additional Potential Projects. Chair Boeschon received notification of a potential project proposal by Meeker Cooperative (Vibrant Broadband). No action will be taken until the results of the state Border-to-Border Broadband Development Grant Program are released.

New Vision Foundation Contribution. The New Vision Foundation requested \$35,000 from Kandiyohi County to purchase computer software, hardware and other equipment for the academy opening in Willmar (see attached). If approved, the funding will come from the American Rescue Plan Act (ARPA) funds already allocated for use in broadband projects. Discussion included requiring receipts to ensure the money is spent properly and making the funds contingent on the actual opening of the academy. Concerns were raised as to whether the academy can operate within an annual budget of \$150,000 and its long-term stability. Roger Imdieke commented that several colleagues in Ramsey County were very complimentary of the program and the schools in that area have been sustainable.

IT WAS MOVED BY Chuck Stranberg, SECONDED BY David Sisser, to recommend to the Kandiyohi County Board of Commissioners that it approve \$35,000 of the broadband-allocated American Rescue Plan Act funds for the New Vision Foundation to be used for computer hardware, software and other equipment. MOTION CARRIED.

New Vision Foundation will be informed the proposed funding is federal in origin.

GRANTS—

ReConnect Loan and Grant Program Round 4. No update available.

ARPA Funds. There are no changes in the use of Kandiyohi County ARPA funds with the exception of the \$35,000 just recommended for New Vision Foundation.

REPORTS—

March 2023 State Border-to-Border Broadband Development Grant Update. Chair Boeschon anticipates Border-to-Border Broadband Development grant awards will be announced in mid- to late-June. The 50% match program has a \$10 million cap. There is \$30 million available for a new program featuring a 75% match. May 1st was the cutoff for the Line Extension Program. Applicants will be checked to make sure they aren't already served in a process that will take approximately three months.

Digital Connection Committee. Michelle Marotzke reported the Office of Broadband Development created an opportunity for communities to form Digital Connection Committees. The committees collect broadband data, get feedback from users and share anonymous information with the state. Marotzke assembled a team of 12 members, who met every other Thursday in April, May and June. A survey was sent to 60 local organizations, including school districts, health and human services staffs, YMCA, Vista Prairie at Copperleaf, Ridgewater College, all Kandiyohi County townships, cities, and childcare providers. Recipients were encouraged to share the survey with others and 58 responses were received. A second survey was created for the general public. As of today 16 paper responses and 21 online responses have been received. A

Somali survey is available, with Spanish and Karen pending. Marotzke is planning meetings in every community in Kandiyohi County. Kandiyohi, Atwater and Blomkest have had meetings and there will be three sessions in Willmar, with the first occurring tonight. Justice Walker, City Planner, was invited to these meetings to speak about Hometown Fiber. Survey boxes are placed at each community. United Community Action Partnership will have sessions for those of East African and Hispanic descent. J.P. Cola will be asked to spend a half hour discussing broadband on KWLM's Open Mic. The Digital Connection Committee will be active until June 30th, at which time Marotzke will send a full report to the state, which will contain much more information than what is required. Chair Boeschen thanked Marotzke and Sisser for their efforts on the committee.

West FTTP – Federated Telephone Cooperative (FTC). Marotzke attended the Mamre Township meeting, where the West Project was discussed. The project is waiting for environmental and archeological studies conducted by the state before proceeding, and approval should be available by June 14, 2023. A ribbon-cutting ceremony is being planned. FTC's equipment was vandalized while in Pennock awaiting the start of the project. FTC needs signed contracts from Dovre and Arctander Townships and Kandiyohi County before proceeding.

City of Willmar. Sisser reported Walker is working with other counties on contract language for the Hometown Fiber project.

ADJOURNMENT—There being no further business, the meeting was adjourned at 10:56 a.m.

NEXT MEETING—The next regular committee meeting is **10:00 a.m., Monday, July 10, 2023** in Room 2057, Kandiyohi County Health and Human Services Building, Willmar and via Zoom video conference.

Broadband and Advanced Technology			
Conferences/Seminars/Trainings	800	800	0
Digital Inclusion Grant			
Contracts	0	2,424	0
Supplies	0	1,576	0
Marketing	750	750	115.97
Meals/Meeting Refreshments	200	250	0
Mileage/Travel	500	750	174.89
Postage/mailing services	500	750	0
Printing, copying & publishing	750	750	0
Professional Services			
General Administrative Services	2,500	2,500	765.6
Total Professional Services	2,500	2,500	765.6
Total Broadband and Advanced Technology Committee Expenses	6,000	10,550	1,056.46

7:26

LTE



Kandiyohi County Budget Proposal

XLSX - 15 KB



Expanding Coding and Digital Literacy Classes for Disadvantaged Youth in Willmar, MN				
Proposed Budget and Income Source				
Project Start and End Dates		7/1/2023 - 6/30/2024		
	Kandiyohi County Request Amount	Total Project Budget		New Vision
Income:				
Support:				
Government grants	35,000			
SWI Foundation	0	20,000		
MDE ESSER Grant	0	25,000		
MN DEED	0	25,000		
JFF RISE Grant	0	35,000		
Willmar Area Community Foundation		10,000		
Membership income		0		
Investment income				
Total Support	35,000	150,000		
Revenue:				
Government contracts	0	0		
Earned income	0	0		
Other	0	0		
	0	0		
	0	0		
Total Revenue	0			
Total Income	35,000	150,000		
Expenses:				
Salaries, Wages & Benefits (1.5 FTE)	0	80,000		75,000
Insurance, benefits and other related taxes	0	10,000		5,000
Transportation	0	5,000		5,000
Computer Hardware & Software, Other Equipment	35,000	10,000		30,000
Supplies		2,500		12,500
Printing and copying	0	2,500		2,500
Telephone/Internet	0	2,500		
Postage and delivery	0	2,500		
Rent and utilities	0	25,000		
Marketing & Outreach	0	5,000		
Depreciation	0	0		
Misc Expenses	0	5,000		20,000
	0	0		
Total Expenses	35,000	150,000		150,000
Total Income Less Expenses	0	0		

Open Office

