

Decorah MetroNet 28E Board Meeting
November 2, 2017 11:30 a.m.
Decorah City Hall Clerk's Conference Room

Minutes

Members attending:

Kurt DeVore (representing Decorah Schools)
Paul Mattson (representing Luther College)
Jon Lubke (representing Winneshiek County)
Chad Bird (representing City of Decorah)

Members absent:

Brian Lensch (representing Winneshiek Medical)

Others in attendance:

Chopper Albert - City of Decorah
Adam Forsyth – Luther

Consider approval of October 5, 2017 regular meeting minutes

Motion by DeVore and second by Lubke to approve the minutes of the October 5, 2017 regular meeting. DeVore noted a correction to the IP address discussed in the minutes. The correction was noted.

No further discussion.

Roll call vote; motion carried unanimously.

Consider approval of claims

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|---|------------|
| a. CEC – ShoreTel Partner Care – telephony license | \$620.43 |
| b. Graybar – Clearfield panel- E911 project equipment | \$3,187.42 |

Motion by Bird and second by Lubke to approve the claims. Albert noted the CEC claim was likely a city only claim and he requested it be removed from the approved claim listing.

No further discussion.

Roll call vote; motion carried unanimously.

Discussion and possible action on fiber / network testing

There was considerable discussion regarding the proposed network fiber testing. Adam Ramseth noted that he had submitted a proposal to the board some months ago and he believed that would still hold and allow for the work to be completed. There was some discussion about mapping and what end product deliverables would come with the testing. There was additional discussion and other directors noted they would help with the project.

Motion by DeVore and second by Bird to approve testing of the complete fiber network with Adam Ramseth at a not-to-exceed amount of \$4,500.

No further discussion.

Roll call vote; motion carried unanimously.

Discussion on routers and network issues

There was much conversation and discussion regarding reverse DNS engineering, NOC monitoring and a future tech meeting to implement addressing. The board directed Bird to review possible RFP options with regard to the NOC services. Bird and Albert will work on a draft RFP.

The directors agreed to meet at another time and discuss DNS issues.

Discussion regarding password policies

Albert reported that he had not had time to meet with Bird but would do so soon to draft a policy for board review.

Other business

- a. Budget update
Bird noted the current DMN account balance is \$82,743.82. Mattson noted he would like to see a financial accounting every month.
- b. E911 update
Ramseth gave a brief report on the project.

c. Heivly Street repairs update

Albert noted the contractor agreed to match the costs for the repairs.

Adjourn

There was no other business and the meeting was adjourned at 12:48pm with motion and second by Mattson and Lubke respectively.

Respectfully submitted

