

Decorah Telecommunications Utility Board Meeting
Tuesday, October 6 – 6:00pm
City Hall Council Chambers and Electronically

Electronic meeting pursuant to Iowa Code section 21.8 – In circumstances where such a meeting is impossible or impractical due to concerns about COVID-19 and social distancing for the safety of Council members and the public.

In support of Iowa Governor Kim Reynolds' proclamation declaring a State of Public Health Disaster Emergency the Decorah City Hall had limited seating to remain under 50% capacity at required social distancing protocol during the Tuesday, October 6, 2020 Telecommunication Utility Board meeting. Access to the Chambers was limited and available on a first-come, first-served basis. However, the meeting was made available electronically. The public was able to hear and participate in the Board meeting by calling:

Minutes

Members attending:

Paul Mattson
Jarrad Walter
Lydia Andersen
Paul Scott
One seat remains vacant

Others in attendance:

Chopper Albert
Chad Bird

Discussion and possible action on a request for qualifications and proposals for a fiber-to-the-premise (FTTP) project utility

Albert provided an update the current request for proposals and asked the Board if there were questions about the format of the RFP.

Mattson noted he recommends that if the City issues the RFP and begins to work with a provider, quality of service delivery needs to be communicated as the number one issue and concerns. He advised some type of quality of service metric be implemented in the RFP so there is a measurement point for quality control and discussion.

He also noted, how potential providers respond to this metric will a key component to evaluating the RFP.

The Board agreed, final network quality and customers service is important. The also discussed having a call center in Decorah would be important and help a proposal score higher than a proposal without.

There was general discussion about obtaining a letter of intent from the investor group and during additional legal discussions the dynamic of legal documents and process were reviewed.

Motion by Mattson and second by Scott to approve the RFP pending the changes discussed.

No further discussion.

Roll call vote; motion carried unanimously.

The Board asked Bird and Albert to contact the legal and financial consultant about necessary next steps in the process.

Approval of minutes

- a) *March 9, 2020*
- b) *August 19, 2020*

Motion by Mattson and second by Andersen to approve the minutes from March 9, 2020 and August 19, 2020.

Bird noted the August 19, 2020 meeting had been cancelled. A meeting occurred on a later date with representatives from Imon but it was not posted as a legal meeting, not action was taken as the meeting was a presentation and questions and answers with the representatives.

No further discussion.

Roll call vote; motion carried unanimously.

Other business

There was no other business.

Adjourn

Seeing no other business, the meeting was adjourned at 6:39pm with motion and second by Scott and Andersen respectively.

Respectfully submitted

A handwritten signature in blue ink, appearing to read "C. A. King", written in a cursive style.