



Lancaster County Broadband Authority

Minutes of Board Meeting

November 4, 2020

1. Call to Order & Approval of Minutes: Cassie Thompson called the meeting to order at 4:30 p.m. in the public meeting room of the County Administration Building. Cassie Thompson, Margie Armen, Mark McKercher and Michele Craddock were present, Kevin Bean participated by telephone. Cherie Kiser and Gary Silverman attended as guests. Minutes of the October 7, 2020 meeting were approved with one correction. Minutes of the October 20 Meeting were presented for review.

2. Discussions:

- a. Cassie reported that the County auditors had reviewed our financial transactions for the prior year. They approved our activity, but recommended that whenever a payment is processed, the invoice be attached to the processing documentation. They also suggested that payments be noted in the minutes.
- b. In a related matter, Margie asked whether we could request that the County advance funds to the Authority on perhaps a quarterly basis. This would streamline the payment process and reduce delays. Cassie will pursue this.
- c. Margie also asked Cassie to request an opportunity to review the minutes of the October 29 Board of Supervisors' meeting to ensure that it is clear that the Authority was not recommending any course of action. Rather the Authority's role in the CARES Act funding decision was to provide in-kind assistance requested by Don Gill and to communicate the information that they would need to make a final decision.
- d. Cassie expressed concern that Mark would be overloaded with work to implement the Board's 3-2 decision to mount a 360-degree broadcast array on the existing tower and to purchase/distribute 300 home installation kits. Mark indicated that Jeff Beekhoo may be bidding on some of this work. He also indicated that, with timely assistance from Jim Cornwell, the Invitations to Bid had already been posted for the procurement of the equipment. Several responses are expected and the ITB will close on November 13.

- e. Gary Silverman provided an overview of the Community Connect grant possibilities and an update on the RUS application. He and Supervisor Larson have surveyed some possible locations for the County to build a community center where we could place two computers for public use. If we apply for and receive a grant of \$3 million, we could add about 40 miles of fiber and build a community center building on County-owned land. Applications are due December 23. Gary also reported that our ReConnect grant is still under active consideration.
- f. We also discussed how the recent CARES Act approval may affect future RUS ReConnect applications. We agreed that our current application is not impacted by the CARES Act decision. Mark also reported that, with the concurrence of Evan Feinman's staff, the 67 homes on the South bank of the Corrotoman Eastern Branch will remain in the VATI service area and will not be disqualified on account of the wireless project.
- g. Margie will prepare the report for the Board of Supervisors meeting on November 19, and Michele will deliver it.

3. Schedule next meeting and Recess: The meeting recessed to the call of the Chair at 6:25 p.m. The next regularly scheduled meeting will be held in the public meeting room of the County Administration Building on November 18 at 4:30 p.m.

Respectfully submitted,



Secretary