



Lancaster County Broadband Authority
Minutes of Board Meeting
February 8, 2024
5:00 p.m.
8311 Mary Ball Road, Lancaster, VA 22503

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1. Call to Order. Chérie Kiser called the meeting to order at 5:00 p.m. in the County Administrator’s conference room located in the County Administration Building. Chérie Kiser, Keith Kidd, Kevin Bean, and Michele Craddock were present. Don Gill attended as a guest.

2. Public Comment. Chérie Kiser invited the public to make comments. Andy Veney stated that he was attending the meeting to obtain an update on the status of the APB project.

3. Provider Projects

- a. All Point Broadband, LLC (“APB”). Keith Kidd provided an update on the status of the APB project. APB opened up two service areas near Yankee Point Marina and will be contacting potential customers in mid-March regarding service to their homes. In Kilmarnock, APB decided to install the fiber underground due to the high cost of pole replacement. The Town Manager expressed concerns regarding the potential impacts on businesses along the route. APB designed a new plan and rerouted the lines down Church Street to address the Town Manager’s concerns. APB stated this would cause a delay but was unable to specify the length of the delay. APB’s expected completion date for the project is now June 2024.
- b. Broadband Telecom Services, LLC (“BTS”). Keith Kidd provided an update on BTS’s fixed wireless deployment related to the County’s CARES Act project. BTS has 220 subscribers.
- c. Breezeline. Keith Kidd reported that Breezeline has enrolled 141 customers as a result the Breezeline VATI project in Lancaster County.
- d. VATI 2024 Application. Chérie Kiser reported the LCBA partnered with Verizon and submitted an application in December for a 2024 VATI grant for \$4.4 million, as discussed and approved during the LCBA’s December 14, 2003 meeting. The total project cost is \$6.8 million and does not require a financial contribution from Lancaster County. The design proposed by Verizon addresses 382 unserved and underserved addresses. Verizon proposes to deploy 62 miles of new fiber that will provide qualifying broadband to these locations.

Breezeline informed the LCBA it was no longer interested in applying for a 2024 VATI grant. It decided to wait to apply for funding under the BEAD program. The BEAD program will provide \$1.8 billion to Virginia to fund further deployment of broadband. Verizon, Breezeline and APB will apply for funding to deploy additional broadband in Lancaster County.

4. Administrative

- a. LCBA Director Resignation. Chérie Kiser reported that Nicholas Pascaretti submitted his resignation to the LCBA. The LCBA will consider filling the position with a locally qualified person.
- b. Approval of Minutes. Chérie Kiser made a motion to approve the minutes of the December 14, 2023 meeting. Keith Kidd seconded the motion. The directors voted in favor of the motion by a vote of 4-0:
 - Chérie Kiser – voted in favor of the motion.
 - Keith Kidd – voted in favor of the motion.
 - Kevin Bean – voted in favor of the motion.
 - Michele Craddock – voted in favor of the motion.
- c. Budget Update. Kevin Bean presented the final budget for approval. Kevin Bean made a motion to approve the budget and submit it to the Board of Supervisors. Michele Craddock seconded the motion. The directors voted in favor of the motion by a vote of 4-0:
 - Chérie Kiser – voted in favor of the motion.
 - Keith Kidd – voted in favor of the motion.
 - Kevin Bean – voted in favor of the motion.
 - Michele Craddock – voted in favor of the motion.
- d. Consumer Outreach. Chérie Kiser reported the flyer is complete if sent as a single-sided flyer. Mr. Gill explained the benefits of a two-sided flyer, which will be reviewed before being distributed bulk mail to each residence in Lancaster County. The directors discussed additional means of distribution and other potential community outreach projects.
- e. Officer elections/reappointments for 2024 (Bylaws Section 4.4). The directors discussed the officer positions, made nominations and voted as follows:

Chair

Kevin Bean made a motion to nominate Chérie Kiser. Michele Craddock seconded the motion. The directors voted in favor of the motion by a vote of 4-0:

- Chérie Kiser – voted in favor of the motion.
- Keith Kidd – voted in favor of the motion.
- Kevin Bean – voted in favor of the motion.
- Michele Craddock – voted in favor of the motion.

Vice Chair

Michele Craddock made a motion to nominate Keith Kidd. Chérie Kiser seconded the motion. The directors voted in favor of the motion by a vote of 4-0:

- Chérie Kiser – voted in favor of the motion.
- Keith Kidd – voted in favor of the motion.
- Kevin Bean – voted in favor of the motion.
- Michele Craddock – voted in favor of the motion.

Treasurer

Chérie Kiser made a motion to nominate Kevin Bean. Keith Kidd seconded the motion. The directors voted in favor of the motion by a vote of 4-0:

- Chérie Kiser – voted in favor of the motion.
- Keith Kidd – voted in favor of the motion.
- Kevin Bean – voted in favor of the motion.
- Michele Craddock – voted in favor of the motion.

Secretary

Chérie Kiser made a motion to nominate Michele Craddock. Kevin Bean seconded the motion. The directors voted in favor of the motion by a vote of 4-0:

- Chérie Kiser – voted in favor of the motion.
- Keith Kidd – voted in favor of the motion.
- Kevin Bean – voted in favor of the motion.
- Michele Craddock – voted in favor of the motion.

- f. Designation of a member to serve as representative of the Northern Neck Broadband Authority (Bylaws Section 4.5). Chérie Kiser made a motion to nominate Keith Kidd as the LCBA’s representative of the Northern Neck Broadband Authority. Michele Craddock seconded the motion. The directors voted in favor of the motion by a vote of 4-0:
- Chérie Kiser – voted in favor of the motion.
 - Keith Kidd – voted in favor of the motion.
 - Kevin Bean – voted in favor of the motion.
 - Michele Craddock – voted in favor of the motion.

- g. Annual review of the Bylaws (Article XI). The directors discussed the Bylaws and decided they did not need to be updated.

5. Schedule the next meeting and adjourn. Kevin Bean made a motion to adjourn the meeting. Chérie Kiser seconded the motion. The directors voted in favor of the motion by a vote of 5-0:

- Chérie Kiser – voted in favor of the motion.
- Keith Kidd – voted in favor of the motion.
- Kevin Bean – voted in favor of the motion.

- Michele Craddock – voted in favor of the motion.

The LCBA adjourned the meeting at 6:30 p.m. The next regular meeting will be held on Thursday, April 11, 2024, at 4:00 p.m. in the in the County Administrator’s conference room located in the County Administration Building.

Respectfully submitted,



Secretary