

SHENANDOAH WIRELESS BROADBAND AUTHORITY

426 First Street
Shenandoah, VA 22849
540-652-8164
www.TownOfShenandoah.com

Shenandoah Wireless Broadband Authority

Richard Pierce, Chairman
Lynn Fox, Secretary/Treasurer
Denise Cave, Member
Clinton O. Lucas, Jr., Member
William L. Kite, Member

SWBA AGENDA – July 9, 2024, – SHENANDOAH WIRELESS BROADBAND AUTHORITY MEETING – SHENANDOAH TOWN HALL - 6:45 P.M.

1. Call to Order
2. Approval of Meeting Minutes for: 12/12/2023
3. New Business
4. Unfinished Business
5. Adjournment

**MINUTES
SHENANDOAH WIRELESS BROADBAND AUTHORITY
DECEMBER 12, 2023**

The Shenandoah Wireless Broadband Authority held a meeting on Tuesday December 12, 2023. The meeting was called to order at 6:45 p.m., by Chairman Richard Pierce. He noted a quorum of the Shenandoah Wireless Broadband Authority was present to conduct business.

ATTENDANCE

Members present were: Chairman Richard Pierce; Secretary/Treasurer Lynn Fox; Member Denise Cave; Member William Kite; and Member Clinton O. Lucas, Jr.

Members absent were: None

Other Town Officials present were: Charles Jenkins, Town Manager; and Tonya Southers, Town Clerk.

Citizens present were: None

Media: None

APPROVAL OF JULY 11, 2023 MEETING MINUTES

A *motion* was made by Member Denise Cave, *seconded* by Secretary/Treasurer Fox, to approve the July 11, 2023 meeting minutes, as presented.

Members Vote was as follows:

YEA: Chairman Pierce
Secretary/Treasurer Fox
Member Cave
Member Kite
Member Lucas

NAY: None.

Abstain: None

Absent: None

VOTE: Unanimous in favor of motion

NEW OR UNFINISHED BUSINESS

#1 – Members spoke about the Rural Broadband Network Services lease.

Chairman Pierce stated the \$750 we received is to rent the water tank.

Chairman Pierce also stated the Rural Broadband Network Services franchise payment of \$61

could go away at any time. He added the payment schedule is included for both.

ADJOURNMENT: There being no further business, a ***motion*** was made by Member Kite, ***seconded*** by Member Lucas, to adjourn the meeting at 6:48 p.m.

Members Vote was as follows:

YEA: Chairman Pierce
Secretary/Treasurer Fox
Member Cave
Member Kite
Member Lucas

NAY: None.

Abstain: None

Absent: None

VOTE: **Unanimous in favor of motion**

Approved: _____
Richard Pierce, Chairman

Attested: _____
Tonya Southers, Clerk

May 28, 2024

Alex Phillips
Rural Broadband Network Services LLC
1528 Country Club Road
Harrisonburg VA 22801

Dear Alex Phillips:

On December 31, 2023, Cindy Breeden retired from the Town of Shenandoah. I assumed the role of Treasurer while putting together documents for the FY 23-24 Audit, I have discovered RBNS is seriously delinquent with payments to the Town of Shenandoah.

According to our records, the last payment received was 12/6/2023 in the amount of \$811.00. This amount was applied as follows:

\$750.00 October 2023 lease
\$61.00 December 2023 franchise

The following payments are now due and payable upon receipt:

	LEASE		FRANCHISE
Nov 2023	\$750.00		
Dec 2023	\$750.00		
Jan 2024	\$750.00	Jan 2024	\$61.00
Feb 2024	\$750.00	Feb 2024	\$61.00
Mar 2024	\$750.00	Mar 2024	\$61.00
Apr 2024	\$750.00	Apr 2024	\$61.00
May 2024	\$750.00	May 2024	\$61.00
	\$5,250.00		\$305.00

The TOTAL amount due is \$5,555.00. Please make arrangements to bring your account current within 10 days of receipt of this letter to avoid further action.

Sincerely,

Christl Huddle
Treasurer

Christl Huddle

From: Christy Bernhard <bookkeeperhsl@gmail.com>
Sent: Wednesday, June 26, 2024 4:37 PM
To: Christl McCoy
Subject: Fwd: RBNS rent and Franchise Fee

Hi Christl!

I sent the below message about a week ago but haven't heard back. Can you help me out with where I should send this?

Thanks!

Christy

----- Forwarded message -----

From: **Christy Bernhard** <bookkeeperhsl@gmail.com>
Date: Tue, Jun 18, 2024 at 12:53 PM
Subject: RBNS rent and Franchise Fee
To: <chuddle@townofshenandoah.com>, <info@townofshenandoah.com>

Ms Huddle,

We received your letter in regard to the past due rent and franchise fees. We have had some financial difficulties over the past 3 to 4 years due to the loss of a good portion of our customer base due to a large telecom carrier deploying new service in our area, as well as the result of Covid. It has effected our revenues over the past 3 to 4 years which in turn effected our ability to stay current with you and many other vendors. We are currently working to liquidate some assets that are not vital to our operations. Until those assets are sold, we are not able to bring the account current quickly, in one lump sum payment.

We would like to show that we are dedicated to getting current and pay a minimum of 2 months rent and franchise fees, each month, until we are able to make a lump sum payment, or until we are current. Whichever comes first.

We will begin making these payments at the beginning of July.

We appreciate your willingness to work with us as we work through this.

Christy Bernhard

Bookkeeper

HighSpeedLink

Rural Broadband Network Services