



**CHAMPAIGN COUNTY BOARD  
BROADBAND TASK FORCE AGENDA**

County of Champaign, Urbana, Illinois  
Monday, March 21, 2022 - 6:30 p.m.

---

Brookens Administrative Center  
1776 E. Washington St., Urbana

**Committee Members:**

Stephanie Burnett  
Samantha Carter – Vice-Chair  
M.C. Neal  
Brad Passalacqua  
Kyle Patterson

Jacob Paul  
Mike Smeltzer  
Eric Thorsland  
Brad Uken – Chair

**Agenda Items**

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda/Addendum**
- IV. Approval of Minutes**
  - A. October 26, 2021
- V. Public Participation**
- VI. Communications**
- VII. New Business**
  - A. Overview of Broadband Plan Report by Finley Engineering/CCG Consulting
  - B. Discussion of Broadband Plan Report
- VIII. Other Business**
  - A. Date of next meeting
- IX. Chair's Report**
- X. Adjournment**

*All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue. Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.*



**CHAMPAIGN COUNTY BOARD  
BROADBAND TASK FORCE AGENDA**

County of Champaign, Urbana, Illinois  
Tuesday, October 26, 2021 - 6:00 p.m.

Shields-Carter Meeting Room/Zoom  
Brookens Administrative Center  
1776 E. Washington St., Urbana

**MINUTES – Subject to Review and Approval**

Members Present: Samantha Burnett, Samantha Carter, M.C. Neal, Kyle Patterson, Jacob Paul, Mike Smeltzer, and Brad Uken

Members Absent: Brad Passalacqua and Eric Thorsland

Others Present: Sean Middleton, Dean Mischke and Andy Heins with Finley/CCG Consulting, Kathy Larson (ARPA Manager) and Mary Ward (Recording Secretary)

**Agenda Items**

**I. Call to Order**

Mr. Uken called the meeting to order at 6:03 p.m.

**II. Roll Call**

Roll call was taken and a quorum was declared present.

**III. Approval of Agenda/Addendum**

**MOTION** by Ms. Carter to approve the agenda, seconded by Mr. Paul. Upon vote, the **MOTION CARRIED** unanimously.

**IV. Approval of Minutes**

A. September 16, 2021

**MOTION** by Ms. Carter to approve the minutes of the September 16, 2021 meeting, seconded by Mr. Paul. Upon vote, the **MOTION CARRIED** unanimously.

**V. Public Participation**

Joseph DeWalt is interested in this topic and will be following along.

**VI. Communications**

Mike Smeltzer – shared an email about upcoming webinars the committee might be interested in.

**VII. New Business**

A. Update on Consultant Agreement

The agreement has been signed. The contract is not to exceed \$85,000 and is to be completed in four to five months.

56 B. Review of Broadband Terms and Definitions

57  
58 Mr. Uken presented a PowerPoint of Broadband Terms and Definitions so that the committee is all on  
59 the same page. Information included ARPA Fund Eligibility, Types of Connections and Easements.  
60 (The document can be found on the county's website)

61  
62 Mr. Smeltzer went over the handout on Fiber-Optic Cables. Fiber requires a tremendous amount of  
63 planning. We need to have a vision or plan on how we want this to end up and our consultants will  
64 help us get there. We need to be thinking ahead to future capacity. Mr. Smeltzer discussed fiber  
65 optic cable and the various types available. What we put in now will last a long time.

66  
67 He also discussed MicroDuct, a small duct can have multiple compartments for running fiber optic  
68 cable. This makes it easier to add cables in the future.

69  
70 Mr. Neal had a question on easements and how concerned we need to be about landowners  
71 approving the easements. Mr. Uken said it is typically a process. If the utility approaches and works  
72 with the landowner, usually it happens. If they don't work with the landowner, it can be contentious.

73  
74 Ms. Carter asked about easements, if the fee was a one-time fee. It depends on the project, sometimes  
75 it's a one-time fee and sometimes they negotiate a multi-year fee for it.

76  
77 Ms. Carter thanked Mr. Smeltzer for the UC2B map he provided and asked what percentage of the  
78 county already has fiber optics from UC2B. He didn't have that number, but it is mostly in  
79 Champaign-Urbana, so on a landmass basis it's not very much but on a population basis it's more  
80 than half. Hopefully, that is something our consultant will be able to help answer. Ms. Carter also  
81 asked about compatibility about types of fiber to be able to use.

82  
83 Mr. Smeltzer commented easements and that some landowners are wonderful to work with and some  
84 absolutely refuse. With UC2B they had to map carefully to avoid some landowners.

85  
86 C. Kick-off for Broadband Study with Consultant Finley Engineering/CCG Consulting

87  
88 Mr. Uken introduced Sean Middleton with Finley Engineering/CCG Consulting. He introduced two  
89 other members of their team, Dean Mischke and Andy Heins. They introduced themselves and gave  
90 some background information on Finley/CCG and their backgrounds within the industry.

91  
92 Mr. Middleton gave an overview of what their services will be. There are some resources already,  
93 but they will build a plan to reach all parts of the County. Design will be one part. It forms the basis  
94 of the project and make sure we accounted for all the stakeholders and come with the best fit and  
95 design methodology that can best utilize the funding available. Doug's team will do the  
96 assessment/analysis of the marketplace by doing a survey and will help identify key stakeholders. To  
97 ID every fiber route in the county will be difficult. Both teams will be busy from the start. They will  
98 compile maps of what fiber is already there so Doug's team can run analysis against while the design  
99 team looks at how they can connect every person to the network.

100  
101 At this point, Mr. Uken had the committee members introduce themselves.

102  
103 Ms. Carter had a question about existing fiber and if it can be used or if it's useless. On long haul  
104 fiber routes, the cables are much smaller. When serving fiber to the home, there is a fiber-optic  
105 standard that is tailored for providing the best performance. That fiber isn't necessarily the best for  
106 long haul performance. There is a need to be careful about using existing fiber so we don't degrade  
107 the reach capability which would then increase costs.

109 The end result of our work is to give us an action plan that is shovel ready and not just a report to sit  
110 on the shelf. The numbers that Doug creates are of sufficient quality that we can take to bonding  
111 boards and other entities who have the desire to help us build.  
112

113 Discussion was held about how they would communicate with the Task Force. There will be a flurry  
114 of information/activity at the beginning followed by a quiet period. They can attend a limited number  
115 of meetings and probably give an once month update. And, maybe have a small point of contact  
116 group for questions, etc.  
117

118 Mr. Heins said Mr. Dawson would want to have a kick-off meeting with the stakeholders to start to  
119 gather information. They will need GIS info, broadband gaps and need to understand all the elements  
120 of the project.  
121

122 A point of contact group would consist of Mr. Uken, Ms. Carter, Mr. Neal, Ms. Larson, and Ms.  
123 Kloeppe for the County and Sean Middleton for Finley/CCG.  
124

125 Ms. Carter asked if this is one of the biggest projects they have worked on. Finley/CCG has done  
126 multiple county studies and they have done several full county studies. They have done counties,  
127 municipalities, etc.  
128

129 **VIII. Other Business**

130 A. Date of next meeting  
131

132 The date of the next is to be determined. Mr. Uken will work on coordinating that.  
133

134 **IX. Chair's Report**  
135

136 Mr. Uken thanked everyone for attending and for their input into the meeting. Mr. Uken had Kathy  
137 Larson introduce herself. She is an Economic Development Specialist for the Champaign County  
138 Regional Planning Commission and is assisting the county with management of ARPA funds and  
139 projects. As related to broadband there is money set aside for next year for broadband purposes. For the  
140 proposed budget for FY22 there is \$3 million set aside for broadband.  
141

142 **X. Adjournment**  
143

144 Mr. Uken adjourned the meeting at 7:31 p.m.  
145  
146

147 *Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business*  
148 *conducted at the meeting.*