

**LOUISA COUNTY BROADBAND AUTHORITY  
BOARD OF DIRECTORS  
LOUISA COUNTY OFFICE BUILDING  
1 WOOLFOLK AVENUE  
LOUISA, VIRGINIA  
AUGUST 5, 2014  
7:00 P.M.**

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Present: Melvin Burruss, Mary Johnson, Steve Duren, Garth Wermter, Brian Sullivan, Bernie Hill, \*Mark Luttner

Others Present: Christian Goodwin, County Administrator; Michael Lockaby, County Attorney; Bob Hardy, Information Technology Director, Stephanie Koren, Board of Supervisors, Mineral District; and Fitzgerald Barnes, Board of Supervisors, Patrick Henry District

\*Mark Luttner arrived at 7:01 p.m.

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**CALL TO ORDER**

Mr. Burruss called the August 5, 2014, regular meeting of the Broadband Authority (BBA) Board of Directors to order at approximately 7:00 p.m., which was followed by the Pledge of Allegiance.

Mr. Luttner arrived at the meeting.

**ADOPTION OF AGENDA**

On the motion of Ms. Johnson, seconded by Mr. Wermter, which carried by a vote of 7-0, the Board approved the agenda for the August 5, 2014, meeting.

**UNFINISHED BUSINESS**

**Discussion Item: Scope of Work for RFP for Consulting Services**

Mr. Goodwin commented that he was in the process of working with Mr. Sullivan to include final specificities to the reporting aspect of the statement of work and would forward to the BBA once completed. Mr. Goodwin added that he would also migrate the document to the County's standard template.

**Discussion Item: County Contract for Propagation Work**

Mr. Goodwin noted that the Request for Proposals (RFP) for consulting on the telecommunications ordinance and telecommunication facility applications had been issued and further information would be provided once the RFP closed and the selection process was completed.

Mr. Goodwin mentioned that there was also recent discussion about a county study for emergency communications that was taking place and whether or not that vendor would be able to provide broadband consulting services as well. Mr. Goodwin noted that the vendor was in fact able to provide such services, but a cooperative contract was not available and therefore, the vendor would be required to provide a response to an RFP, once issued.

**Discussion Item: Telecommunications Ordinance Revisions**

Ms. Johnson indicated that Mr. Lockaby discovered several issues with the County's current telecommunications ordinance and provided the sub-committee with a draft markup, along with other telecommunication ordinances as an example for review and additional input. Ms. Johnson provided an overview of the proposed revisions and requested that the sub-committee continue revising the document and provide an updated draft during the next worksession. Ms. Johnson added that in the meanwhile, she would email the BBA a copy of the current modifications, which identified the progress that has been made thus far.

**Discussion Item: Telecommunications Master Plan**

Mr. Wermter said the Telecommunications Master Plan was an element of the Louisa County Comprehensive Plan, which was directly relevant to the BBA. Mr. Wermter commented that he thought it was appropriate for the BBA to begin reviewing the Master Plan and recommend any necessary updates to the Board of Supervisors with the telecommunications ordinance revisions.

Questions were asked in regards to whether the Master Plan had any binding effects on the actions of the BBA, which were addressed by Mr. Lockaby.

After discussion, the BBA agreed that it was appropriate that the Master Plan be reviewed by the group and decided to include this as an agenda item during the next worksession. The BBA also agree that Mr. Wermter would take the lead and provide a summary on the important points.

The BBA further discussed whether or not it would be beneficial to include a review of the Master Plan to the RFP Statement of Work in order to have a consultant be a possible contributor to this effort. After discussion, it was determined that it may be difficult to find a single consultant that was a planning and zoning expert as well as a communications and technology expert and that it would be best to consider this item as a separate task.

**PUBLIC COMMENT**

Mr. Joe Cline, Cuckoo District, addressed the BBA regarding the importance of affordable and accessible broadband in Louisa County.

Mr. David Warner, Richmond, Virginia, applauded the BBA on their efforts and suggested that the BBA research the Tax Relief Act and its positive impact on the initiative for broadband for public safety purposes and consider a partnership similar to that.

Mr. Hardy reported that the Federal Communications Commission (FCC) released a notice of public inquiry today soliciting input from around the country for the definition of broadband. Comments were made in regards to the effect of the definition of broadband on the BBA's efforts and associated grant funding.

Mr. Sam Smith, owner of iWISP, addressed the BBA regarding public awareness efforts in relation to the upcoming public hearings for the telecommunications ordinance revisions.

### **CHAIRMAN/GENERAL MANAGER'S REPORT**

Mr. Burruss questioned if Mr. Hardy signed up for the Wireless Internet Service Providers of America (WISPA) membership. Mr. Hardy said yes.

Mr. Burruss asked for a status update on the meeting with Surry County. Mr. Barnes said he spoke with Surry County for potential dates for a Skype meeting and would let the BBA know once a meeting was scheduled.

### **APPROVAL OF MINUTES**

#### **July 1, 2014**

On the motion of Mr. Wermter, seconded by Mr. Sullivan, which carried by a vote of 7-0, the Board approved the minutes of the July 1, 2014, meeting.

#### **July 16, 2014**

On the motion of Mr. Wermter, seconded by Mr. Sullivan, which carried by a vote of 7-0, the Board approved the minutes of the July 16, 2014, meeting.

### **ADJOURNMENT**

On the motion of Mr. Wermter, seconded by Mr. Sullivan, which carried by a vote of 7-0, the Board voted to schedule a worksession on Wednesday, August 20, 2014, at 7:00 p.m. in the Louisa County Office Building.

On the motion of Mr. Wermter, seconded by Ms. Johnson, which carried by a vote of 7-0, the Board voted to adjourn the August 5, 2014, meeting at approximately 7:38 p.m.

BY ORDER OF:

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MELVIN BURRUSS, CHAIRMAN  
BOARD OF DIRECTORS  
LOUISA COUNTY BROADBAND AUTHORITY