

**LOUISA COUNTY BROADBAND AUTHORITY  
BOARD OF DIRECTORS  
LOUISA COUNTY OFFICE BUILDING  
1 WOOLFOLK AVENUE  
LOUISA, VIRGINIA  
NOVEMBER 4, 2014  
7:00 P.M.**

---

Present: Melvin Burruss, Steve Duren, Garth Wermter, Brian Sullivan, Bernie Hill, and Mark Luttner

Absent: Mary Johnson

Others Present: Christian Goodwin, County Administrator; Bob Hardy, Information Technology Director, and Stephanie Koren, Board of Supervisors, Mineral District

---

**CALL TO ORDER**

Mr. Burruss called the November 4, 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.

**ADOPTION OF AGENDA**

Mr. Burruss requested that a discussion item be added to the agenda in regards to the meeting with the Federal Communications Commission (FCC).

On the motion of Mr. Wermter, seconded by Mr. Hill, which carried by a vote of 6-0, the Board approved the agenda for the November 4, 2014, meeting.

**APPROVAL OF MINUTES**

**October 7, 2014**

On the motion of Mr. Wermter, seconded by Mr. Luttner, which carried by a vote of 6-0, the Board approved the minutes of the October 7, 2014, meeting.

**WEBSITE UPDATES**

Mr. Hardy reported that the direction provided during the last meeting was vague and he understood that the BBA would provide input during each meeting as to what information should be included on the website. After discussion, it was determined that at the end of each meeting, the BBA would provide Mr. Hardy with a list of items to be included on the website.

## **NEW BUSINESS**

### **Letters of Support**

The BBA presented questions and comments in regards to the letters of support requested by CVALink for the following projects:

- 70 foot wooden utility pole special exception to provide broadband to communities in Louisa County;
- Use of County owned property for co-location to provide broadband to businesses and residences in Louisa County; and
- 4G LTE Pilot Project.

After discussion, the BBA directed staff, with the support of Mr. Wermter and Mr. Sullivan, to draft letters of support for each of the aforementioned requests for the BBA's consideration.

On the motion of Mr. Wermter, seconded by Mr. Hill, which carried by a vote of 6-0, the Board voted in principle in support of each individual item with the expectation that letters would be drafted, reviewed, and approved by the BBA prior to issuance.

## **UNFINISHED BUSINESS**

### **Discussion Item: Update – RFP for Consulting Services**

Mr. Goodwin stated that twelve (12) proposals were received and requested that the BBA select two (2) members of the BBA to participate in the proposal selection process. After discussion, the BBA requested that the proposals be distributed to each member of the BBA and members would feed their input to Mr. Luttner and Mr. Duren, who would participate on the selection committee.

### **Discussion Item: Update – Telecommunications Ordinance/Master Plan Revisions**

Mr. Goodwin indicated that Atlantic Telecommunications currently had the changes under review and the Planning Commission was backed up and therefore, the Board of Supervisors may be asked to review the revisions before the Planning Commission once Atlantic Telecommunications submitted their input. Mr. Goodwin commented that there was a potential that the final version would be available in December with a final adoption in January.

### **Discussion Item: Meeting with the Federal Communications Commission (FCC)**

Mr. Hardy provided a brief overview of the meeting with the FCC, which included details and information on the experimental program for funding rural broadband.

### **Discussion Item: Information requested by Senator Mark Warner**

Mr. Goodwin said staff was in the process of gathering the requested information.

## **PUBLIC COMMENT**

Mr. Brian Gilbreth, owner of CVALink, provided additional information relating to the letters of support he requested from the BBA and addressed his concerns regarding the RFP for consulting services.

Mr. Joe Cline, Cuckoo District, addressed the BBA regarding his support for special exceptions for 70 foot wooden utility poles to provide broadband access to communities in the County.

Mr. Larry Zemke, Mineral District, addressed the BBA regarding the need for the development of projected funding requirements for submittal of a Fiscal Year 2016 budget request.

## **WEBSITE UPDATES**

The BBA discussed the items to be included on the website. After discussion, the BBA decided to include information concerning the following:

- Meeting with the State Corporation Commission (SCC) and the FCC;
- Proposed changes to the Telecommunications Ordinance and Master Plan;
- Number of responses to the RFP for consulting services; and
- Letters of support requested by CVALink.

## **ADJOURNMENT**

On the motion of Mr. Wermter, seconded by Mr. Hill, which carried by a vote of 6-0, the Board voted to schedule a worksession on Wednesday, November 19, 2014, at 7:00 p.m. in the Louisa County Office Building specifically to review and approve the draft letters of support.

On the motion of Mr. Luttner, seconded by Mr. Hill, which carried by a vote of 6-0, the Board voted to adjourn the November 4, 2014, meeting at approximately 8:13 p.m.

BY ORDER OF:

---

MELVIN BURRUSS, CHAIRMAN  
BOARD OF DIRECTORS  
LOUISA COUNTY BROADBAND AUTHORITY