

**LOUISA COUNTY BROADBAND AUTHORITY
BOARD OF DIRECTORS
LOUISA COUNTY OFFICE BUILDING
1 WOOLFOLK AVENUE
LOUISA, VIRGINIA
AUGUST 20, 2014
7:00 P.M.**

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, and Fitzgerald Barnes, Board of Supervisors, Patrick Henry District

CALL TO ORDER

Mr. Burruss called the August 20, 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

On the motion of Mr. Hill, seconded by Mr. Wermter, which carried by a vote of 7-0, the Board approved the agenda for the August 20, 2014, meeting.

APPROVAL OF MINUTES

August 5, 2014

On the motion of Mr. Wermter, seconded by Mr. Hill, which carried by a vote of 7-0, the Board approved the minutes of the August 5, 2014, meeting.

UNFINISHED BUSINESS

Discussion Item: Scope of Work for RFP for Consulting Services

The current version of the draft scope of work was provided to the BBA and Mr. Sullivan provided an overview of the document. The BBA presented questions and comments throughout, which were addressed by Mr. Sullivan and Mr. Goodwin. Mr. Goodwin said in the interest of efficiencies, the BBA could elect to approve the release of the request for proposals (RFP) if they were pleased with the suggested changes to the statement of work. Mr. Barnes noted the importance of developing a timeline for the project for reference for both the Board of Supervisors, as well as the public.

On the motion of Mr. Sullivan, seconded by Mr. Wermter, which carried by a vote of 7-0, the Board voted to make the appropriate changes to the statement of work as indicated, and to authorize the issuance of an RFP.

Discussion Item: Teleconference with Surry County

Mr. Tyrone Franklin, Surry County Administrator, provided a general overview of the following efforts taken by Surry County to offer broadband accessibility throughout their county:

- Completed an implementation study;
- Secured grant funding; and
- Developed cooperative partnerships with private businesses.

Ms. Rhonda Russell, Surry County Director of Planning and Community Development, further discussed the detailed aspects of the project and informed the BBA of its current status.

The BBA asked questions throughout the presentation in reference to Surry’s broadband project, which were addressed by Mr. Franklin and Ms. Russell. The BBA thanked Mr. Franklin and Ms. Russell for the valuable information they provided regarding their experience.

The BBA compared demographic information of Louisa and Surry Counties and discussed various options available to Louisa County to satisfy the needs of its citizens.

Discussion Item: Telecommunications Ordinance Revisions

Ms. Johnson provided an overview of the updated telecommunications ordinance revisions and added that one additional meeting with the Community Development Department was necessary in order to streamline the draft to coordinate with the County’s land use ordinances and fee structures. Discussion ensued amongst the BBA in regards to the setback requirements in the draft document. Ms. Johnson recommended that the BBA postpone any action until the next meeting and encouraged the BBA to review the document and get in contact with their respective Board of Supervisors and/or Planning Commission member and request their feedback. The BBA agreed.

Discussion Item: Telecommunications Master Plan

The BBA decided to discuss this topic at the next meeting.

PUBLIC COMMENT

Mr. Joe Cline, Cuckoo District, addressed the BBA regarding the RFP process for consulting services.

ADJOURNMENT

Mr. Hardy noted that the Board of Supervisors meeting was moved to Tuesday, September 2, 2014, because of the Labor Day Holiday and questioned if the BBA wanted to change the meeting date and/or time since there was a conflict.

On the motion of Mr. Wermter, seconded by Mr. Hill, which carried by a vote of 7-0, the Board voted to move the regularly scheduled meeting on September 2, 2014, to September 9, 2014, at 7:00 p.m. in the Louisa County Office Building.

On the motion of Mr. Wermter, seconded by Mr. Luttner, which carried by a vote of 7-0, the Board voted to adjourn the August 20, 2014, meeting at approximately 8:53 p.m.

BY ORDER OF:

MELVIN BURRUSS, CHAIRMAN
BOARD OF DIRECTORS
LOUISA COUNTY BROADBAND AUTHORITY