

**LOUISA COUNTY BROADBAND AUTHORITY  
LOUISA COUNTY OFFICE BUILDING  
1 WOOLFOLK AVENUE  
LOUISA, VIRGINIA  
December 5, 2018 7:00 P.M.**

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**Present:** Ed Jarvis, Jeffrey Zivick, Melvin Burruss, Timothy Layne, Duane Adams, Tommy Barlow, Jim Ogg (non-voting)

**Absent:** Mary Johnson, Mark Luttner, Bernie Hill

**Others Present:** Bob Hardy, Louisa County Information Technology Director, Angela Daniels, County Attorney

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**CALL TO ORDER**

Ms. Johnson called the December 5, 2018, regular meeting of the Broadband Authority (BBA) Board of Directors to order at 7:00 p.m. Ms. Johnson participated by phone remotely, from her residence in Louisa, VA, respectively.

Ms. Johnson appointed Mr. Jarvis to conduct the Broadband Authority Meeting in her absence.

Mr. Jarvis led the Pledge of Allegiance.

**ADOPTION OF THE AGENDA**

On the motion of Mr. Layne, seconded by Mr. Zivick, which carried by a vote of 4-0, the Authority voted to approve the December 5, 2018 agenda, as amended.

**APPROVAL OF THE MINUTES**

Mr. Jarvis asked the Authority if changes need to be made to the November 7, 2018, LCBBA meeting minutes.

Mr. Hardy stated the approval of the November 7, 2018, minutes will need to be postponed to the next meeting due to Mr. Jarvis not attending the November 7, 2018, meeting.

**PUBLIC COMMENT**

**Ms. Joanna Hickmann, Mineral District,** stated she asked the community of Louisa, via Mr. Layne's Facebook page, what questions they would like for the Authority to answer. Ms. Hickmann passed out a handout to the Authority with the FAQ's. Ms. Hickmann asked the Authority to please answer these questions in writing and post the information to the Facebook page.

## **NEW BUSINESS**

### **NTIA Conference**

Mr. Jarvis stated the NTIA brought together different panels to provide comments and issues from different towns who have tried to seek out broadband. Mr. Jarvis said he will get with Mr. Hardy and post the Agenda from the conference on to the Louisa County website.

Questions and comments were addressed by Mr. Jarvis regarding the NTIA Conference.

### **UNFINISHED BUSINESS:**

#### **Discussion – LCHS, Jouett Elementary School, and Moss-Nuckols Elementary School Tower Construction Update**

Mr. Boswell summarized the status update handout stating:

- The fencing at LCHS has been completed
- Propane tank is scheduled to be installed Friday
- Radios are to be installed the week after Christmas
- Site Plan for Trevilians has been submitted

Mr. Boswell stated comments have been received from Community Development regarding the Site Plan, the only comment of concern is VDOT is requesting an upgrade on combers where the existing gravel road is. Mr. Boswell said the Authority would need to clean up the Site Plan or challenge the request. Mr. Boswell stated there is a pending change order on the Trevilians tower, to substitute the 180 ft. guy tower to 180 ft. self-standing tower.

Mr. Jarvis asked why there was a change order on the tower.

Mr. Boswell said when the bid documents were put together for the tower construction, they were unaware of where the tower would fit. A self-standing tower was added into the bid for incase a guy tower was not able to fit. Mr. Boswell said when the bids came back there was a significant difference in cost from the guyed tower and the self-standing tower.

Mr. Adams expressed his frustration with being behind schedule with the towers.

Mr. Hardy suggested having representatives from Mountain Valley, Wide Open Network, and SCS be at the next LCBBA meeting to go over the timelines.

Discussion ensued amongst the Authority regarding the towers.

#### **Trevilians Site Plan Status**

Discussed under LCHS, Jouett Elementary School, and Moss- Nuckols Elementary School Tower Construction Update.

### **Update on potential tower location for Holly Grove area**

Mr. Hardy said there are several property owners entertaining the idea of a potential tower on their property. Mr. Hardy stated the property owners are in areas around Holly Grove. Mr. Hardy stated he feels one of the best sites offered is on Gammon Town Road. This site covers a great amount of Louisa County in the bottom corner, and is the same height of the other tower. Mr. Hardy said Wide- Open is not ready to study the site until a document is signed by the property owner and the Authority.

Mr. Zivick asked if Wide-Open, at the risk of the Authority would perform a propagation model of predicted coverage.

Questions and comments were addressed regarding the coverage for the potential Holly Grove Tower.

### **Buckner Bumpass Park**

Mr. Hardy stated at the December 3, 2018, Board of Supervisors meeting, the Board approved the Ground Lease for NTC to build a tower.

Mr. Adams said in addition to the Ground Lease being approved, there was a lot of movement of internet access to the County. Mr. Adams stated the grant for CVEC was approved, and the abatement for CVEC was also approved.

A brief discussion ensued regarding the details of the grants that were approved at the Board of Supervisors meeting.

Mr. Zivick suggested a work session meeting December 19, 2018, to make a selection on the Holly Grove tower, if Wide-Open can get the propagation maps ready in a week.

Mr. Hardy said an alternative to the meeting, is for the Authority to pick a tower and make it the subject to Wide-Open's propagation map. Mr. Hardy stated if Wide-Open suggest an alternative site is better than the Authority can authorize Wide-Open to start working on that site.

On the motion of Mr. Layne, seconded by Mr. Burruss, which carried by a vote of 4-0, to have Wide-Open Network do two propagation maps on the top two sites in the Holly Grove area and based on the results Mr. Zivick and Mr. Hardy have the authorization to decide which site to move forward on.

### **Discussion – System-wide Lease RFP**

Mr. Hardy stated the System-wide Lease has been signed and executed with SCS Broadband. Mr. Hardy said the Authority wanted SCS to have their equipment on a tower and completed in 60 days. He said they have agreed to do this, but not consecutively. Mr. Hardy mentioned if SCS cannot complete this in 60 days they will need to send a letter to the Authority explaining their reason and how they are going to get back on track.

### **Discussion – Systems Operations (Towers, Backhaul, and Fiber)**

Mr. Hardy said the fiber is progressing rapidly. Mr. Hardy stated they are now connected from LCHS to Thomas Jefferson with fiber and are also connected into the schools with the fibers working. Mr. Hardy stated the Schools have offered the Authority fiber switches for the tower bases. Mr. Hardy said they are still working on the final quote for the master switch, which will be located in the County building.

Mr. Burruss asked if the Authority is involved in this.

Mr. Hardy stated his recommendation to the Board of Supervisors, is for the Board to authorize the Authority to handle the leasing of the towers. Operations for the switches and fibers connecting them would be left up to the County's IT and the School's IT to handle.

Questions and comments were addressed by the Authority regarding the Systems Operations.

### **Discussion – Co-location of Louisa County EMS Radio Towers**

Mr. Hardy stated the site plan has been approved and work on the towers are in progress.

### **Website Updates**

Mr. Zivick stated the Authority's role is to provide transparency and information to the public. Mr. Zivick said he look at other Broadband Authorities in Virginia and how they provide information on their webpage. Mr. Zivick gave a brief PowerPoint regarding the website.

Questions and comments were addressed by the Authority regarding the website.

### **TREASURER'S REPORT /APPROVAL OF THE BILLS**

Mr. Hardy stated he did not have a treasurer's report for this month, and there is not an exact dollar amount to be approved. Mr. Hardy said they did receive a change order from Mountain Valley in regards to digging a trench, mounting poles, and a bus bar. Mr. Hardy asked for the Authority to give approval on digging the trench at Moss Nuckols.

On the motion of Mr. Zivick, seconded by Mr. Layne, which carried by a vote of 4-0, the Authority voted to approve the change orders necessary for Mountain Valley to declare work on digging the trench at Moss-Nuckols and completing the radios at LCHS and Jouett, for the prices estimated by Mountain Valley and not to exceed 10%.

## **PUBLIC COMMENTS**

**Sandy Volinger, Jackson District**, stated the public does not understand the charter of this Board, and the program the Authority has given those vs Mr. Volinger as a consumer. Mr. Volinger stated his concern regarding the internet, and asked for solutions to be made.

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

None

## **DIRECTOR AND LIAISON REPORTS**

None

## **CONSENT AGENDA**

None

## **CLOSED SESSION**

None

## **ADJOURNMENT**

On the motion of Mr. Layne, seconded by Mr. Zivick, which carried by a vote of 4-0, the Board voted to adjourn the December 5, 2018, regular meeting at approximately 9:06 p.m.

## **NEXT MEETING**

The next Broadband Authority meeting will take place on Wednesday, January 2, 2018, at 7:00 p.m.