

**LOUISA COUNTY BROADBAND AUTHORITY
BOARD OF DIRECTORS
LOUISA COUNTY OFFICE BUILDING
1 WOOLFOLK AVENUE
LOUISA, VIRGINIA
SEPTEMBER 16, 2015 7:00 P.M.**

Present: Melvin Burruss, Steve Duren, Bernie Hill, Mary Johnson, and Garth Wermter

Absent: Mark Luttner and Brian Sullivan

Others Present: Christian Goodwin, County Administrator; Bob Hardy, Information Technology Director; Stephanie Koren, Board of Supervisors, Mineral District (arrived at 7:20 pm); Fitzgerald Barnes, Board of Supervisors, Patrick Henry District (arrived at 7:10 pm); and Christy Monolo, Assistant County Attorney

CALL TO ORDER

Mr. Burruss called the September 16, 2015, work session of the Broadband Authority (BBA) Board of Directors to order at 7:00 p.m.

Mr. Burruss led the Pledge of Allegiance.

ADOPTION AND AMENDMENT OF THE AGENDA

On the motion of Mr. Wermter, seconded by Mr. Hill, which carried by a vote of 5-0, the Board approved the September 16, 2015, agenda as amended:

Under unfinished business, discuss the Intern position in Community Development.

NEW BUSINESS

Discussion – Project Manager Job Description

Mr. Luttner provided our job description to Design Nine for their review and recommendations. Initial feedback from the firm was to have a part-time position for marketing and public relations and use Design Nine to provide the technical input necessary.

Ms. Johnson motioned to create a subcommittee to work with Design Nine for technical assistance – seconded by Mr. Wermter. Mr. Wermter and Mr. Hill were appointed to the subcommittee to work with staff. Motion passed 5-0. Mr. Hill will contact Design Nine and attempt to have them present some information at the October work session.

Mr. Wermter motioned to instruct Design Nine to build an operational plan for wireless-only option on ten towers and transport services. It was decided that this did not require a motion since the Authority agreed to extend Design Nine’s contract last meeting.

Mr. Wermter motioned to table the decision for hiring a Project Manager. Ms. Johnson seconded, and the motion was carried by a vote of 5-0.

Discussion – Rappahannock Electric Company

Mr. Hill discussed the potential of partnering with Rappahannock Electric Company (REC) for our broadband needs in Louisa County. Design Nine has worked elsewhere with utilities with broadband projects. Gary Schwartz is their Technology Manager. The subcommittee and Design Nine will pursue communication with REC and CVEC.

OLD BUSINESS

Ms. Johnson asked the Authority their feelings regarding an intern to assist the Authority to determine which towers have been constructed and which are available for broadband use. Mr. Luttner volunteered to participate with County staff assistance to obtain much of this information.

Community Development Director Finchum spoke about updating County ordinances regarding broadband and towers. Also discussed was the need for a Certificate of Compliance.

PUBLIC COMMENT

Brian Gilbreth, Louisa District; Ron Wister, Longview Shores; Sam Smith, IWISP

WEBSITE UPDATES

No updates at this time.

ADJOURNMENT

On the motion of Mr. Wermter, seconded by Mr. Hill, which carried by a vote of 5-0, the Board voted to adjourn the September 16, 2015, work session at approximately 8:49 p.m.

BY ORDER OF:

MELVIN BURRUSS, CHAIRMAN
BOARD OF DIRECTORS
LOUISA COUNTY BROADBAND AUTHORITY