

**LOUISA COUNTY BROADBAND AUTHORITY
LOUISA COUNTY OFFICE BUILDING
1 WOOLFOLK AVENUE
LOUISA, VIRGINIA
January 2, 2019 7:00 P.M.**

Present: Mary Johnson, Bernie Hill, Ed Jarvis, Melvin Burruss, Timothy Layne, Duane Adams, Tommy Barlow, Jim Ogg (non-voting)

Absent: Jeffrey Zivick

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

CALL TO ORDER

Ms. Johnson called the January 3, 2019, regular meeting of the Broadband Authority (BBA) Board of Directors to order at 7:00 p.m.

Ms. Johnson led the Pledge of Allegiance.

ADOPTION OF THE AGENDA

On the motion of Mr. Layne, seconded by Mr. Burruss, which carried by a vote of 6-0, the Authority voted to approve the January 2, 2019 agenda, as amended.

APPROVAL OF THE MINUTES

Ms. Johnson stated the approval of the November 7, 2018 and December 5, 2018, minutes will need to be postponed to the next meeting due not having a quorum of attendees who were present at those meetings.

PUBLIC COMMENT

There were none

NEW BUSINESS

Discussion – SCS, Wide Open Network, and Mountain Valley

Mr. Hardy stated this discussion is to go over the process and lack of progress, and ways to improve moving forward.

Ms. Johnson said the Authority contracted Wide Open to manage the construction of the towers. However, the contract for the construction of the towers is with Mountain Valley directly.

Mr. Hardy stated the contract with Mountain Valley is with the Board of Supervisors. Mr. Hardy stated the Authority has been asked by the Board to help manage this project for the County.

Mr. Hill asked for clarification on the Authority's role / authority in managing the contracts with Mountain Valley.

Mr. Hardy stated it would be with authorization from the Board to manage this project, recommend a plan, design, and oversee the RFP process for Mountain Valley and Wide Open Network. The Authority will bring these recommendations to the Board and recommend approval.

Ms. Johnson asked the contractors what the Authority can do to help make this process move faster, smoother, and more efficient.

Dr. Cohill expressed how much of a role the weather played in the construction of the towers. Dr. Cohill said the grounds were very saturated and the schools were very sensitive in regards to equipment on the property.

Mr. Adams said he understands the issue of the weather and the sets backs. Mr. Adams stated his issue is why we had to wait until tonight to address the issues of the weather. Mr. Adams expressed how important it is to have a clear line of communication.

Mr. Stewart suggested a 10 – 12 ft. wide gravel road be put in at the schools to help with setbacks caused by the rain.

Discussion ensued regarding the setbacks the weather has cause and ways to best resolve the setbacks.

Requested Change Order from Mountain Valley Tower Services

Mr. Hardy said there has been a little confusion involving the Trevilians Site. In the original RFP there is a self-standing tower and the plan was to put 120 degree tripod of guyed wires down. He explained the issue is one or more of the wires will be on the soccer field. Mr. Hardy stated neither Mark Outten nor Sal Szalankiewicz recall any changes made to the RFP. Mr. Hardy said Wide Open has submitted and approved a CUP and a survey done for a guyed tower at the Trevilians Site. Mountain Valley said for several reasons, the guyed tower is more than anticipated because the cost of steel has gone up. Mr. Hardy stated Mr. Bowles has requested an increase in the contracted price of the Trevilians' Tower.

Ms. Hill asked if the tower has been ordered.

Mr. Bowles stated the tower was ordered a month ago.

Further discussion regarding the price, construction, and foot print of the tower ensued. Mr. Jarvis made a motion, seconded by Mr. Layne, to allow Mountain Valley Tower Services the

authorization to research the price of the tower, not to exceed \$108,585.00, on current design of the Trevilians self-standing tower.

Discussion ensued regarding Mr. Jarvis' motion.

Mr. Jarvis amended his motion to approve to the increase to a not-to-exceed amount of \$108,585.00 for the construction of the Trevilians' Tower which was seconded by Mr. Layne. The motion passed by a vote of 4-1. .

Mr. Hardy stated it was suggested by the County Administrator, Mr. Christian Goodwin, to create a resolution when motions are made by the Authority. Mr. Hardy said he has drafted a resolution for the Change Order for Mountain Valley and suggest the Authority vote on the resolution.

Ms. Johnson read the resolution Mr. Hardy drafted.

On a motion of Mr. Jarvis, seconded by Mr. Burruss, which carried by a vote of 4-1, the Authority voted to move forward with the resolution to modify the change order at the contracted price as quoted.

LCBBA Appointment of Contract Administrator (for WideOpen and MVTs)

Mr. Hill said he wishes to withdrawal this section from the agenda.

Mr. Hardy suggested postponing LCBBA Appointment of Contract Administrator to next month's meeting.

UNFINISHED BUSINESS:

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

Dr. Cohill summarized the items that are causing issues and/or have not been completed:

- The weather causing wet conditions at Moss Nuckols for the electric line – in daily communications with Mountain Valley to get electric line installed.
- Installation of radio – wrong radio was shipped.

Discussion and Resolutions of Trevilians Tower

Discussed under Requested Change Order from Mountain Valley Tower Services.

Update on potential tower location for Holly Grove area

Mr. Hardy said a decision needs to be made regarding the Holly Grove location. Mr. Hardy stated Wide Open Networks performed an actual model of the propagation map. (Map was

included in the packet.). Mr. Hardy with support from Mr. Zivick recommended the Gammon Town property with the coverage of 980- 1,000 homes.

On a motion of Mr. Jarvis, seconded by Mr. Hill, which carried by a vote of 6-0, the Authority voted to move forward with the Gammon Town property as a potential tower site.

Buckner Bumpass Park

Mr. Hardy stated the Board of Supervisors approved the conditions for a Ground Lease to National Communication Towers to construct a cell tower on Buckner-Bumpass Park property. Mr. Hardy said the CUP is in the process of approval and the final vote will be at the January 7, 2019, Board of Supervisor's meeting.

Questions and comments were addressed regarding the Buckner Bumpass Park.

Discussion – System-wide Lease RFP

Mr. Hardy stated this is completed and has been signed by SCS.

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

Mr. Hardy said fiber is being installed rapidly. LCHS has been connected to Thomas Jefferson Elementary and fiber installation has started to go up Rt. 22 to Rt. 33 out towards Trevilians.

Mr. Hill asked if progress reports are being been issued.

Mr. Hardy stated the contract is with the schools, not the County, and is unaware if they are receiving progress reports. Mr. Hardy stated he is in daily contact with them regarding this area. Two fiber termination boxes has been installed in the basement of the County building.

Mr. Jarvis asked if any fiber has been installed on Industrial Drive.

Mr. Hardy stated no fiber has not been installed.

Questions and comments were addressed by the Authority regarding the locations fiber has been installed, and the timeline of when fiber is expected to be installed.

Mr. Adams stated he encourages the Authority to pass a resolution, whether it is to the Board of Supervisors to the State Representatives. Mr. Adams said the Governor has submitted a significant amount of money in his proposed budget for rural broadband expansion. Mr. Adams has spoken with Ms. Angela Daniels in regards to terms of the resolution.

Further discussion ensued regarding Mr. Adams' statement.

Discussion – Co-location of Louisa County EMS Radio Towers

Mr. Hardy stated there is equipment out in Zion’s Crossroads to begin the construction on the towers in that area.

Website Updates

Ms. Johnson suggested a link of weekly updates to be put on the Broadband Authority webpage.

TREASURER’S REPORT /APPROVAL OF THE BILLS

Mr. Hardy referenced his excel spreadsheet and gave a brief discussion of the bills.

PUBLIC COMMENTS

Mr. Rob Wagner, Jefferson District, addressed the Authority expressing his concerns on communication and how difficult it is to figure out when to expect broadband. Mr. Wagner asked if he would be able to receive maps on the coverage in each area.

Ms. Vicki Wheeler, Mountain Road District, stated there are maps on the proposed towers on SCS website and she will post the links for that website on Mr. Layne’s Facebook page.

CHAIRMAN/GENERAL MANAGER’S REPORT

Ms. Johnson stated in the packets there are FAQ’s and would like each member of the Authority to look over this handout and reply by email if there are any additions or comments.

DIRECTOR AND LIAISON REPORTS

Discussed under Systems Operations (Towers, Backhaul, and Fiber)

CONSENT AGENDA

None

CLOSED SESSION

None

ADJOURNMENT

On the motion of Mr. Layne, seconded by Mr. Jarvis, which carried by a vote of 6-0, the Board voted to adjourn the January 3, 2019, regular meeting at approximately 9:37 p.m.

NEXT MEETING

The next Broadband Authority meeting will take place on Wednesday, February 6, 2019, at 7:00 p.m.