

MINUTES



Meeting of The Orange County Broadband Authority

January 25, 2021

Orange County Broadband Authority Board Members in attendance were James K. White (Chairman), R. Mark Johnson (Vice Chair), James Crozier, and Lee H. Frame.

FiberLync (Orange County Broadband Authority) staff participating in the meeting who were in attendance: Lewis Foster (Secretary/Program Manager), Barbara Tilley (Treasurer/Financial Controller), Eric Lansing (FiberLync Legal Counsel), Jenny Cord.

Mr. James K. White called the meeting to order at 6:31PM.

PARTICIPATION VIA ELECTRONIC MEANS

Pursuant to the emergency ordinance adopted on March 24, 2020, this meeting was held electronically via Zoom video conference and livestreamed on the FiberLync YouTube page for public view. As such, the minutes are required to reflect the physical location of each of the Authority members during their participation.

Chairman – James K. White participated from his residence, located at 22373 Berry Run Road, Orange, Virginia.

Vice Chairman- R. Mark Johnson participated from this residence, located at 13451 Albano Road, Barboursville, Virginia.

James Crozier participated from the Mine Run Volunteer Fire Department parking lot located at 31077 Old Plank Road, Locust Grove, Virginia.

Lee H. Frame participated from his residence, located at 103 Woodland Trail, Locust Grove, Virginia.

ANNOUNCEMENT

Jim White started the meeting with an addition to the agenda.

AGENDA ADOPTION

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Jim White added item 4.d, a line of credit MOU was added to the agenda. Lee Frame made the motion for the agenda addition and Jim Crozier seconded the motion. The motion passed unopposed.

NEW BUSINESS

1. MOU between FiberLync and Orange County for Virginia Retirement Systems (VRS). Eric Lansing spoke about the memorandum of understanding between FiberLync and Orange County, Virginia. The MOU allows FiberLync employees to continue VRS with Orange County for 4-6 months while VRS performs a study and sets accounts up for FiberLync. Lee Frame made a motion to adopt the VRS Retirement MOU. Jim Crozier seconded the motion. The motion passed unopposed.
2. Award of Contracts for Customer Premise Installation. Lewis Foster spoke about the Request for Proposals for Customer Premise Installations. The FiberLync staff interviewed and negotiated with four firms. The four firms: Croft Communications, Integrated Network, Mark Munn LLC, and Sure Site were recommended each for a one (1) year contract with four (4), one (1) year options for renewal. Jim Crozier made a motion to approve the contracts for Customer Premise Installation. Lee Frame seconded the motion. The motion passed unopposed.
3. Public Hearing on Rates. Lewis Foster spoke about the Virginia State Law to advertise rates for sixty (60) days. The rates were advertised in the Orange County Review on January 21, 2021 and on January 28, 2021. The public hearing is set for Monday, April 5, 2021 at 5PM. Comments can come by email or writing before the meeting. The rates were approved by the Board in the Orange County Broadband Authority meeting on December 21, 2020. Lee Frame made a motion to approve the Public Hearing on Rates. Jim Crozier seconded the motion. The motion passed unopposed.
4. An addition to the agenda was made to add a Line of Credit MOU. Eric spoke to the Authority Board about the need for an MOU line of credit for the unencumbered capital funds line of credit from Orange County to Orange County Broadband Authority. Lee Frame made a motion to approve the Line of Credit MOU. Mark Johnson seconded the motion. The motion passed unopposed.

OLD BUSINESS

1. The meeting minutes were presented for approval for the dates of July 7, 2020; August 12, 2020; August 24, 2020; September 21, 2020; December 10, 2020; and December 21, 2020. Lee Frame made a motion to approve the minutes. Jim Crozier seconded the motion. The motion passed unopposed.

OTHER BUSINESS

1. Barbara Tilley gave a financial update of the balance sheet from July 2020 through January 2020. Orange County has liquidated all Purchase Orders to FiberLync. FiberLync is currently drawing on the line of credit.

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2. Lewis Foster gave a Program Manager's update. All hot spots are now completed, and all invoices paid. The new FiberLync website went live on January 12, 2021 and Lewis spoke about the statistics from the first day. Lewis spoke about all of Fiber to the Home Phase 1 was moved to Pre-Registration on the FiberLync website. GLDS and NRTC are currently being built with testing and rates being set up. On Friday January 19, 2021, all three Alpha testing locations will be live. Lewis gave an update on the Barboursville node site.

ADJOURN

On the motion of Mr. Frame and seconded by Mr. Crozier the meeting adjourned at 7:18PM.



James K. White, Chairman

