

ORANGE COUNTY BROADBAND AUTHORITY MINUTES

MARCH 26, 2019

At a Regular Meeting of the Orange County Broadband Authority held on Tuesday, March 26, 2019, beginning at 4:00 p.m., in the Meeting Room of the Gordon Building, 112 West Main Street, Orange, Virginia. Present: James K. White, Chair; R. Mark Johnson, Vice Chair; S. Teel Goodwin; James P. Crozier, and Lee H. Frame. Also present: R. Bryan David, County Administrator; Thomas E. Lacheney, County Attorney; and Alyson A. Simpson, Chief Deputy Clerk.

RE: ORGANIZATIONAL MEETING

RE: APPOINTMENT OF OFFICERS

On the motion of Mr. Frame, seconded by Mr. Crozier, which carried by a vote of 5-0, the Authority appointed Mr. White to serve as Chair for the remainder of the term as established in the Bylaws, through such time of the Organizational Meeting in 2020.

Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

On the motion of Mr. Frame, seconded by Mr. Crozier, which carried by a vote of 5-0, the Authority appointed Mr. Johnson to serve as Vice Chair for the remainder of the term as established in the Bylaws, through such time of the Organizational Meeting in 2020.

Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

On the motion of Mr. Frame, seconded by Mr. Crozier, which carried by a vote of 5-0, the Authority appointed R. Bryan David to serve as Secretary and Treasurer for the remainder of the term as established in the Bylaws, through such time of the Organizational Meeting in 2020.

Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

RE: NEW BUSINESS

RE: APPROVAL OF MINUTES

On the motion of Mr. Frame, seconded by Mr. Crozier, which carried by a vote of 5-0, the Authority approved the October 9, 2018 Regular Meeting minutes, as presented.

Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

RE: FIBER PROJECT UPDATE

Stephanie Straub, Director of Management Services, provided an update to the Authority on the fiber optics project. She summarized a recent meeting held with the project contractor, County staff, and Schools staff, regarding project timeline and progression, implementation, crew distribution, and installation of seed and straw on affected properties. Ms. Straub reviewed a map detailing installation progress to-date, highlighting the expected completion date of June 30, 2019.

Discussion ensued among the Authority regarding: tower laterals; the determination of strand counts needed to the tower site shelters; and cost estimates per strand count.

The Authority took the information regarding the fiber optics project under advisement, and there was no action taken at this time.

RE: VIRGINIA TELECOMMUNICATIONS INITIATIVE (VATI) GRANT

Stephanie Straub, Director of Management Services, briefly presented an opportunity to the Authority for funds available through the Virginia Telecommunications Initiative (VATI) Grant

administered by the Virginia Department of Housing and Community Development. She indicated the primary objective of the grant was to supplement the construction costs of private sector broadband providers who worked in partnership with government entities in unserved areas.

Ms. Straub stated that \$4 Million was available through the VATI Grant program in FY19, which could be applied toward a maximum of 80% of total project costs. She reviewed a list of neighboring jurisdictions that had been awarded grant funds for FY19, adding that she would keep the Authority informed of dates and guidelines relative to FY20 funding.

Discussion ensued among the Authority regarding: requirements of the grant; future milestones of the Broadband Authority; and development of a draft solicitation for a public-private partnership.

The Authority took the information regarding VATI Grant funding under advisement, and there was no action taken at this time.

RE: EMPLOYMENT AGREEMENT FOR BROADBAND PROGRAM MANAGER

R. Bryan David, County Administrator, indicated the Authority had recently extended an offer of employment to S. Lewis Foster to serve as the Broadband Program Manager, and the offer had been accepted. He stated the Employment Agreement had been executed by both parties, subject to the Chairman's signature being ratified by the entire Authority. Mr. David provided the Authority with a copy of the Employment Agreement, adding the employee would report directly to the Broadband Authority with all personnel services being provided by the Board of Supervisors, as would be memorialized through a Memorandum of Understanding at a later date.

On the motion of Mr. Frame, seconded by Mr. Crozier, which carried by a vote of 5-0, the Authority ratified Chairman White's signature on the Employment Agreement between the Orange County Broadband Authority and S. Lewis Foster, Broadband Program Manager, dated March 12, 2019, as presented.

Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

RE: OTHER BUSINESS

There were no matters for Other Business at this time.

RE: INFORMATIONAL ITEMS

There were no Informational Items at this time.

RE: ADJOURN

On the motion of Mr. Johnson, seconded by Mr. Crozier, which carried by a vote of 5-0, the Authority adjourned the meeting at 4:44 p.m.

James K. White, Chairman

R. Bryan David, County Administrator