

**ORANGE COUNTY BROADBAND AUTHORITY MINUTES**

**APRIL 9, 2019**

At a Regular Meeting of the Orange County Broadband Authority held on Tuesday, April 9, 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. Lacheny, County Attorney; and Alyson A. Simpson, Chief Deputy Clerk.

RE: ADOPTION OF AGENDA

On the motion of Mr. Crozier, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Authority adopted the agenda, as modified. Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

RE: CONSENT AGENDA

On the motion of Mr. Goodwin, seconded by Mr. Crozier, which carried by a vote of 5-0, the Authority adopted the Consent Agenda, as presented.

RE: FY19 BUDGET AMENDMENTS (SUPPLEMENTALS AND TRANSFERS)

As part of the Consent Agenda, the Authority approved the following budget amendments, as presented:

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BUDGET	BUDGET CHANGE	AMENDED BUDGET
48180001-41111	Wages - Regular	\$ 0.00	\$ 20,500.00	\$ 20,500.00
48180001-42100	FICA & Medicare	0.00	1,568.00	1,568.00
48180001-42210	Retirement	0.00	1,868.00	1,868.00
48180001-42310	Medical Insurance	0.00	1,238.00	1,238.00
48180001-42400	Group Life Insurance	0.00	269.00	269.00
48180001-42500	Disability Insurance	0.00	121.00	121.00
48180001-42710	Worker's Comp.	0.00	25.00	25.00
48180001-45210	Postage	0.00	100.00	100.00
48180001-45230	Telephone	0.00	240.00	240.00
48180001-45510	Mileage, Tolls, & Parking	0.00	250.00	250.00
48180001-45530	Meals & Lodging	0.00	250.00	250.00
48180001-45540	Tuition & Registration	0.00	250.00	250.00
48180001-45610	Dues & Memberships	0.00	2,160.00	2,160.00
48180001-46000	Office Supplies	449.00	1,000.00	1,449.00
48180001-46500	Other Operating Supplies	0.00	2,500.00	2,500.00
48180001-45900	Contingency	54,000.00	(32,339.00)	21,661.00
<b>TOTALS</b>		<b>\$ 54,449.00</b>	<b>\$ 0.00</b>	<b>\$ 54,449.00</b>

RE: NEW BUSINESS

RE: MEMORANDUM OF UNDERSTANDING FOR OWNERSHIP AND MAINTENANCE OF THE FIBER OPTIC NETWORK

Stephanie Straub, Director of Management Services, presented a Memorandum of Understanding to the Authority for its consideration. She indicated the MOU was between the

Broadband Authority, County of Orange, and Orange County School Board regarding ownership and maintenance of the "Core Network" of the fiber optics project.

Ms. Straub noted the MOU established an agreement whereby Orange County desired to transfer all assets, monitoring, and maintenance of the Core Network to the Broadband Authority. Additionally, the MOU established an agreement whereby the Broadband Authority desired to enter into a cooperative agreement with the Orange County School Board regarding the Core Network and any related laterals used by the Schools.

Ms. Straub recommended approval of the MOU, noting the Board of Supervisors and Orange County School Board were anticipated to take the same action.

Discussion ensued among the Authority regarding: turnover of the assets from the County; the fact this was a three-party agreement; the process for making amendments to the agreement; and compliance with USAC.

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Authority approved the Memorandum of Understanding between the Orange County Broadband Authority, County of Orange, and Orange County School Board, regarding ownership and maintenance of the Core Network of the fiber optic project and related laterals, as presented.

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

RE: PPEA RFP EXAMPLE; BEDFORD COUNTY BROADBAND AUTHORITY

Stephanie Straub, Director of Management Services, provided a copy of Bedford County Broadband Authority's PPEA solicitation for a "Countywide Broadband System Public-Private Partnership." She noted this partnership was part of a recent VATI Grant award. Ms. Straub explained she was working on a similar solicitation for the Broadband Authority, which would be presented for discussion and consideration at a future meeting.

Discussion ensued among the Authority regarding: the ability to be specific or broad in the solicitation; and the ability to deny proposals.

The Authority took the information regarding the PPEA RFP example under advisement, and there was no action taken at this time.

RE: OTHER BUSINESS

RE: PUBLIC SAFETY RADIO TOWER PROJECT; TELECOMMUNICATIONS ORDINANCE UPDATE

Stephanie Straub, Director of Management Services, notified the Authority that, pursuant to the County's Telecommunications Ordinance, Statements of Public Necessity would be required for each of the tower sites for the Public Safety Radio Project. She explained to the Authority that the Statements would be prepared by staff and presented to the Board of Supervisors to initiate the required 30-day Public Comment Period at its next meeting on April 23, 2019.

The Authority took the information regarding the telecommunications ordinance requirements under advisement, and there was no action taken at this time.

RE: INFORMATIONAL ITEMS

The Authority received the following correspondence for its information:

- Virginia Telecommunications Initiative (VATI) Grants for FY19

RE: ADJOURN

On the motion of Mr. Goodwin, seconded by Mr. Crozier, which carried by a vote of 5-0, the Authority adjourned the meeting at 4:22 p.m.

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James K. White, Chairman

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R. Bryan David, County Administrator