



DRAFT

Board Room in the Historic Courthouse
Saluda, Virginia

September 15, 2022

CALL TO ORDER

5:00 P.M.

1. Statements from the Public
2. Approval of the Minutes
3. Approval of Treasurer's Report
4. Reports From Officers and Staff
5. Information Items
6. Old Business
7. Adjourn

P. O. Box 428, Saluda, Virginia 23149
804-758-4330

AT A MEETING OF THE MIDDLESEX BROADBAND AUTHORITY HELD ON THURSDAY, MAY 19, 2022, AT 5:00 P.M. AT THE HISTORIC COURTHOUSE

Present: John Koontz, Chairman
Steve Barnette, Vice Chairman
Greg Grichtmeier
Casey Mewborn
Ann Marie Ricardi, Treasurer
Kevin Gentry, Executive Director
Heather Lewis, County Attorney
Peggy Jordan, Secretary
Elizabeth Young, Consultant
Participated electronically: Carrie Dos Santos

Absent: Peter Martin, Consultant

CALL TO ORDER

John Koontz, called the meeting to order at 5:00 p.m.

Mrs. Dos Santos asked the board to be allowed to participate electronically from her home in Hartfield because of an illness.

A Motion was made by Mr. Grichtmeier to allow Mrs. Dos Santos to participate in the meeting electronically; seconded by Mr. Barnette. The Motion was carried by Roll Call votes: Mr. Koontz; **AYE**; Mr. Grichtmeier, **AYE**; Mr. Barnette, **AYE**; and Mr. Mewborn, **AYE**.

STATEMENTS FROM THE PUBLIC

There were no statements from the public.

MINUTES

Mr. Koontz asked if there was a motion to approve the March 17, 2022 minutes.

A Motion was made to approve the minutes as presented by Mr. Barnette; seconded by Mr. Grichtmeier. The Motion was carried by Roll Call votes: Mr. Koontz; **AYE**; Mr. Grichtmeier, **AYE**; Mr. Barnette, **AYE**; Mrs. Dos Santos, **AYE**; and Mr. Mewborn, **AYE**.

TREASURER'S REPORT

Mr. Koontz asked if there were any additions, changes or questions on the Treasurer's Reports for January; there were none.

A Motion was made to approve the Treasurer's Report as presented by Mr. Grichtmeier; seconded by Mr. Barnette.

The Motion was carried Roll Call votes: Mr. Grichtmeier, **AYE**; Mr. Barnette, **AYE**; Mrs. Dos Santos, **AYE**; Mr. Koontz; **AYE**; and Mr. Mewborn, **AYE**.

REPORTS FROM OFFICERS AND STAFF

Mr. Gentry reported from Breezeline regarding broadband deserts, noting that VATI now includes Moore's Point in the project.

ACTION ITEM

Mrs. Lewis brought the matter of a request by All Points to substitute LLC instead of All Points continuing as contracted. Mrs. Lewis stated she had been in contact Hanover County which has agreed to this request, to see if there were any issues. Because of the changes, now we would be better protected by the Attorney General if there are problems. Even though some of this agreement is a little more vague than optimal, Mrs. Lewis has no objection to adopting it.

A Motion was made to adopt the agreement by Mr. Grichtmeier; seconded by Mr. Barnette.

The Motion was carried Roll Call votes: Mr. Grichtmeier, **AYE**; Mr. Barnette, **AYE**; Mrs. Dos Santos, **AYE**; Mr. Koontz; **AYE**; and Mr. Mewborn, **AYE**.

Mr. Mewborn asked if there was any language regarding them not meeting performance expectations. It was reported there is a small amount of hold back in case of any issues and this language is included.

Mrs. Lewis stated this agreement was examined by Mr. Mike Lockaby, stating that in his opinion, this is the best agreement we can have and should be signed if we wanted to move forward with this project.

INFORMATION ITEMS

A. VATI 4 County Update

Mr. Koontz asked Mr. Grichtmeier and Mr. Gentry shared the dashboard that was created to show the progression of the project to provide more transparency. This will be shared with the public, once the information is approved by Mr. Gentry and Mrs. Lewis to make sure specific information expected dates for work is correct and up to date. Once

all is verified, the dashboard will be linked on our Facebook page. Mr. Gritchmeier would continue to work on the dashboard for colors to identify activity, challenges and needs. Mr. Mewborn suggested adding a disclaimer because timelines are soft targets. Mrs. Lewis stated she would add the language. Mr. Gritchmeier asked for feedback from the MBA.

Mr. Gentry reported the project was in the nearing completion but the work in the Red Hill area has been temporarily halted due to stalled easement acquisitions. Kates Neck is looking like the 3rd week of June and Bennett Farm is looking like sometime in July. In Deer Chase, according to Dominion Energy, is planning to have poles set, along with about 28,000 feet of cable, with a date of sometime in August with all connections possibly as early as September.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

ADJOURN

There being no further business, the meeting adjourned until the next meeting set for July 21, 2022 at 5:00 p.m., by motion of Mr. Barnette, seconded by Mr. Grichtmeier. Motion was carried with the following Roll Call votes: Mr. Grichtmeier, **AYE**; Mr. Barnette, **AYE**; Mr. Mewborn, **AYE**, Mr. Koontz, **AYE** and Mrs. Dos Santos, **AYE**.

Steve Barnette, Vice Chairman

Broadband Authority
Checks written

Date	Check Number	Check To	Charge To	DEPOSIT	EXPENSE	CASH BALANCE	
4/12/2022	1189	All Points Broadband	Professional svcs Invoice SPI 000011		3,000.00	\$187,917.79	Cleared 4-19
4/12/2022	1190	Kevin Gentry	Director		1,000.00	\$186,917.79	Cleared 4-14
4/12/2022	1191	Peggy Jordan	Secretary		250.00	\$186,667.79	Cleared 4-15
4/12/2022	1192	Ann Marie Ricardi	Treasurer		250.00	\$186,417.79	Cleared 4-21
4/12/2022	1193	Quill Corporation	Sign for Casey		19.29	\$186,398.50	Cleared 4-22
5/2/2022	1194	Kevin Gentry	Director		1,000.00	\$185,398.50	Cleared 5-04
5/2/2022	1195	Peggy Jordan	Secretary		250.00	\$185,148.50	Cleared 5-18
5/2/2022	1196	Ann Marie Ricardi	Treasurer		250.00	\$184,898.50	Cleared 5-18
5/2/2022	1197	Guyenn & Waddell	Legal Services		262.50	\$184,636.00	Cleared 5-06
5/2/2022	1198	All Points Broadband	Professional Services 1007		3,000.00	\$181,636.00	NA
5/4/2022	1199	Breezeline	VATI project		11,749.13	\$169,886.87	Cleared 6-27
6/8/2022	1200	Ann Marie Ricardi	Treasurer		250.00	\$169,636.87	Cleared 6-09
6/8/2022	1201	Peggy Jordan	Secretary		250.00	\$169,386.87	Cleared 6-09
6/8/2022	1202	Kevin Gentry	Director		1,000.00	\$168,386.87	Cleared 6-09
6/8/2022	1203	All Points Broadband	Professional Services 1007	Replace lost check 1198	3,000.00	\$165,386.87	Cleared 6-13
6/8/2022	NA	All Points Broadband	Add back Check 1198 as LOST/Voided	3,000.00		\$168,386.87	NA
6/8/2022	1204	All Points Broadband	Professional svcs Invoice SPI 000015		3,000.00	\$165,386.87	Cleared 6-13
6/8/2022	1205	Guyenn & Waddell	Legal Services		227.50	\$165,159.37	Cleared 6-27
6/21/2022		Deposit from County		80,000.00		\$245,159.37	
7/6/2022	1206	Kevin Gentry	Director		1,000.00	\$244,159.37	
7/6/2022	1207	Peggy Jordan	Secretary		250.00	\$243,909.37	
7/6/2022	1208	Ann Marie Ricardi	Treasurer		250.00	\$243,659.37	

BB&T Broadband Authority
Bank Account Reconciliation

Bank statement dated 04/29/2022

Current Register Balance **\$186,398.50** at check 1193

A	Latest bank statement balance	\$186,398.50	
B	Outstanding Checks (see below if any)	<u>\$0.00</u>	
C	A-B	\$186,398.50	
D	Outstanding Deposits	<u>\$0.00</u>	
E	C+D	\$186,398.50	This should match the register
	VERIFY SHOULD BE ZERO	\$0.00	

Completed by AMRicardi 5/15/2022

Outstanding Check number

Total 0

BB&T Broadband Authority
Bank Account Reconciliation

Bank statement dated 5/31/2022

Current Register Balance	\$169,886.87	at check 1199
A Latest bank statement balance	\$184,636.00	
B Outstanding Checks (see below if any)	<u>\$14,749.13</u>	
C A-B	\$169,886.87	
D Outstanding Deposits	<u>\$0.00</u>	
E C+D	\$169,886.87	This should match the register
VERIFY SHOULD BE ZERO	\$0.00	

Completed by AMRicardi 6/8/2022

Outstanding Check number

1198	\$	3,000.00
1199		11749.13

Total 0

BB&T Broadband Authority
Bank Account Reconciliation

Bank statement dated 6/30/2022

Current Register Balance	\$245,159.37	at check 1205
A Latest bank statement balance	\$245,159.37	
B Outstanding Checks (see below if any)	<u>\$0.00</u>	
C A-B	\$245,159.37	
D Outstanding Deposits	<u>\$0.00</u>	
E C+D	\$245,159.37	This should match the register
VERIFY SHOULD BE ZERO	\$0.00	

Completed by AMRicardi 7/12/2022

Total 0

0

**Middlesex County Broadband Authority
2021-2022 Summary**

REVENUE	July	August	September	October	November	December	January	February	March	April	May	June	Total
Beginning Fund Balance	\$ 72,483.75	\$ 65,341.71	\$ 216,127.79	\$ 212,127.79	\$ 211,127.79	\$ 206,917.79	\$ 202,917.79	\$ 198,917.79	\$ 194,917.79	\$ 190,917.79	\$ 186,398.50	\$ 169,886.87	72,483.75
Middlesex County Contribution	\$ -											\$ 80,000.00	80,000.00
ARPA/COVID Funds	\$ -		\$ -	\$ -									-
CARES reimbursement	\$ -												-
County funds - 4 county VATI project	\$ -	\$ 155,000.00											155,000.00
Total Available Funds	\$ 72,483.75	\$ 220,341.71	\$ 216,127.79	\$ 212,127.79	\$ 211,127.79	\$ 206,917.79	\$ 202,917.79	\$ 198,917.79	\$ 194,917.79	\$ 190,917.79	\$ 186,398.50	\$ 249,886.87	\$ 307,483.75
EXPENSE	July	August	September	October	November	December	January	February	March	April	May	June	Total
Director	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 7,500.00
Secretary	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 3,000.00
Treasurer/Fiscal Agent	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 3,000.00
Liability Insurance	\$ -	\$ -	\$ -	\$ -									\$ -
Office Supplies/Postage	\$ 2.04	\$ 143.92							\$ -	\$ 19.29	\$ -	\$ -	\$ 165.25
Purchased or Contract Services	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 36,000.00
America Broadband VATI project	\$ -	\$ -									\$ 11,749.13		\$ 11,749.13
Legal Expenses	\$ 140.00	\$ 70.00			\$ 210.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262.50	\$ 227.50	\$ 910.00
TOTAL OPERATING EXPENSE	7,142.04	4,213.92	4,000.00	1,000.00	4,210.00	4,000.00	4,000.00	4,000.00	4,000.00	4,519.29	16,511.63	4,727.50	62,324.38
Current Cash Balance	65,341.71	216,127.79	212,127.79	211,127.79	206,917.79	202,917.79	198,917.79	194,917.79	190,917.79	186,398.50	169,886.87	245,159.37	245,159.37
Reserved - Middlesex Surfs Program	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Net Cash Balance	\$55,341.71	\$206,127.79	\$202,127.79	\$201,127.79	\$196,917.79	\$192,917.79	\$188,917.79	\$184,917.79	\$180,917.79	\$176,398.50	\$159,886.87	\$235,159.37	\$235,159.37

**Middlesex County Broadband Authority
2022-23 Budget**

REVENUE	Budget 2022-23	July	August
Beginning Fund Balance	\$ 245,159.37	\$ 245,159.37	\$ 245,159.37
Middlesex County Contribution	\$ -	\$ -	
ARPA/COVID Funds	\$ -	\$ -	
CARES reimbursement	\$ -	\$ -	
<i>County funds - 4 county VATI project</i>	\$ -	\$ -	
Total Available Funds	\$ 245,159.37	\$ 245,159.37	\$ 245,159.37

EXPENSE	Budget 2022-23	July	August
Director	\$ 12,000.00		
Secretary	\$ 3,000.00		
Treasurer/Fiscal Agent	\$ 3,000.00		
Liability Insurance	\$ 1,050.00		
Office Supplies/Postage	\$ 350.00		
Purchased or Contract Services	\$ 39,000.00		
America Broadband VATI project	\$ 164,650.87		
Legal Expenses	\$ 1,200.00		
TOTAL OPERATING EXPENSE	224,250.87	-	-
Available funds minus expenses	20,908.50	245,159.37	245,159.37
Reserved - Middlesex Surfs Program	\$10,000.00	\$10,000.00	\$10,000.00
Net Cash Balance	\$10,908.50	\$235,159.37	\$235,159.37