

**A G E N D A**

**JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS**

**County Government Center Board Room**

**February 28, 2012**

**7:00 P.M.**

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- A. CALL TO ORDER**
- B. ROLL CALL**
- C. CONSENT CALENDAR**
  - 1. Minutes
    - a. December 13, 2011, Regular Meeting
    - b. January 24, 2012, Organizational Meeting
- D. PUBLIC HEARING - None**
- E. BOARD CONSIDERATION - None**
- F. BOARD REQUESTS AND DIRECTIVES**
- G. ADJOURNMENT to March 27, 2012, at 7 p.m.**

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**AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 24TH DAY OF JANUARY 2012, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. CALL TO ORDER**

**B. ROLL CALL**

James G. Kennedy, Chairman  
James O. Icenhour, Jr., Vice Chairman  
John J. McGlennon  
Mary K. Jones

Robert C. Middaugh, Secretary  
Leo P. Rogers, County Attorney  
Larry M. Foster, General Manager

**C. ORGANIZATIONAL MEETING**

Mr. McGlennon nominated Mr. Kennedy to serve as Chairman for 2012.

The motion passed by a unanimous voice vote.

Mr. McGlennon nominated Mr. Icenhour to serve as Vice Chairman for 2012.

The motion passed by a unanimous voice vote.

Mr. McGlennon made a motion to approve the organizational resolution.

The motion passed by a unanimous voice vote.

On a roll call vote, the vote was: AYE: McGlennon, Icenhour, Jones, Kennedy (4). NAY: (0).

**RESOLUTION**

**ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS**

WHEREAS, the Board of Directors of the James City Service Authority, James City County, Virginia, is desirous of establishing rules for the conducting of its business for the year of 2012.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, that the following rules shall apply for the year 2012.

1. Regular meetings of the Board of Directors shall be held following the regular Board of Supervisors' meetings on the fourth Tuesday of each month, except in August and December when the Board meeting shall be held following the regular Board of Supervisors' meetings on the second Tuesday of such months. The meetings shall be held following the 7:00 p.m. Board of Supervisors meeting.
2. The 2013 organizational meeting shall be held on the fourth Tuesday in January 2013 following the 7:00 p.m. Board of Supervisors meeting.
3. The Board of Directors agrees to follow Robert's Rules of Order, Newly Revised 10th Edition, October 2000, and more specifically, the provisions which pertain to the "Conduct of Business in Boards," at page 469 et. seq., in particular, the AProcedure in Small Boards@ as follows:
  - a. Members are not required to obtain the floor before making motions or speaking, which they can do while seated.
  - b. Motions need not be seconded.
  - c. There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.
  - d. Informal discussion of a subject is permitted while no motion is pending.
  - e. The Chairman can speak in discussion without leaving the chair; and can make motions and votes on all questions.

**D. BOARD CONSIDERATION**

1. Setting a Public Hearing – FY 13 Utility Rates

Mr. Foster said that the resolution establishes a public hearing on April 24, 2012, to consider a proposed 15 percent increase in sewer rates, which will change the rate from \$2.80 to \$3.22 per 1,000 gallons of metered water. The increase will generate about \$750,000 in new revenue to be used to offset some of the costs related to the Consent Order.

Mr. McGlennon asked about water rates.

Mr. Foster said that there is no plan to increase water rates in FY 13.

Mr. McGlennon made a motion to adopt the resolution.

The motion passed by a unanimous voice vote.

**RESOLUTION**

**SETTING A PUBLIC HEARING – FY 13 UTILITY RATES**

WHEREAS, the Board of Directors of the James City Service Authority desires to set a public hearing for proposed utility rate changes to the Regulations Governing Utility Service.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, will hold a public hearing on April 24, 2012, and request staff to review Section 32, General Rate Policy and Rate Schedule, of the Regulations Governing Utility Service and make changes to the rates as summarized below, which will become effective July 1, 2012, if adopted:

B. Wastewater Charges

5. Retail service rates.

(a) Metered water source.

Charge for all collection and treatment of wastewater

	<b>Current Rate</b>	<b>FY 13 Proposed Rate</b>
<u>Volume</u>	<u>Collection</u>	<u>Collection</u>
Per 1,000 gallons of water consumed	\$2.80	\$3.22
Per 100 cubic feet of water consumed	\$2.09	\$2.41

BE IT FURTHER RESOLVED, that the proposed amendment be made part of this resolution.

**E. BOARD REQUESTS AND DIRECTIVES**

Mr. Kennedy asked Mr. Foster to follow up on the citizen concern discussed during the Board of Supervisors meeting.

Ms. Jones said that the Consent Order was a major topic of discussion at the Mayors and Chairs meeting.

**F. ADJOURNMENT**

Mr. Icenhour made a motion to adjourn until February 28 at 7 p.m.

The motion passed by a unanimous voice vote.

At 8:43 p.m., Mr. Kennedy adjourned the Board.

  
Robert C. Middaugh  
Secretary to the Board

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**AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 13TH DAY OF DECEMBER 2011, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A.    CALL TO ORDER**

**B.    ROLL CALL**

James G. Kennedy, Chairman  
James O. Icenhour, Jr., Vice Chairman  
Mary K. Jones  
Bruce C. Goodson  
John J. McGlennon

Robert C. Middaugh, Secretary  
Leo P. Rogers, County Attorney  
Larry M. Foster, General Manager

**C.    CONSENT CALENDAR**

1.    Minutes – November 22, 2011, Regular Meeting
2.    Budget Amendment, FY 2012, Operating Budget

**RESOLUTION**

**BUDGET AMENDMENT – FY 2012 OPERATING BUDGET**

WHEREAS, the Board of Directors of the James City Service Authority (JCSA) desires to amend the FY 12 budget to include a one-time bonus for eligible full- and part-time JCSA employees.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the following budget amendment and adopts the funding appropriation as shown below:

FY 2012 OPERATING BUDGET

Revenue:

Fund Balance \$90,000

Expenditure:

Salaries \$90,000

Mr. Goodson made a motion to approve the Consent Calendar.

On a roll call vote, the vote was: AYE: Goodson, McGlennon, Icenhour, Jones, Kennedy, (5); NAY: (0).

**D. BOARD REQUEST AND DIRECTIVE**

Mr. Goodson expressed his appreciation for having served on the Board of Directors for the James City Service Authority (JCSA).

**E. ADJOURNMENT**

Mr. McGlennon made the motion to adjourn the Board of Directors until January 24, 2012, at 7 p.m.

On a roll call vote, the vote was: AYE: Goodson, McGlennon, Icenhour, Jones, Kennedy (5); NAY (0).

At 9:22 p.m., Mr. Kennedy adjourned the Board.

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Robert C. Middaugh  
Secretary to the Board

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The motion passed by a unanimous voice vote.

Mr. McGlennon made a motion to approve the organizational resolution.

The motion passed by a unanimous voice vote.

On a roll call vote, the vote was: AYE: McGlennon, Icenhour, Jones, Kennedy (4). NAY: (0).

**RESOLUTION**

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**F. ADJOURNMENT**

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The motion passed by a unanimous voice vote.

At 8:43 p.m., Mr. Kennedy adjourned the Board.

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Robert C. Middaugh  
Secretary to the Board

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