

**A G E N D A**

**JAMES CITY SERVICE AUTHORITY**

**County Government Center Board Room**

**September 25, 2001**

**7:00 P.M.**

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**A. ROLL CALL**

**B. PUBLIC COMMENT**

**C. CONSENT CALENDAR**

1. Minutes
  - a. September 11, 2001, Regular Meeting
2. Award of Bid – Lift Station Wet Well/Dry Well Rehabilitation and Improvements for Lift Stations 3-1, 3-33, 4-9, and 6-2
3. Budget Adjustment and Appropriation - James City Service Authority - FY 02

**D. BOARD REQUESTS AND DIRECTIVES**

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 11TH DAY OF SEPTEMBER 2001, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

**A. ROLL CALL**

Jay T. Harrison, Sr., Chairman  
James G. Kennedy, Vice Chairman  
Ronald A. Nervitt  
Bruce C. Goodson  
John J. McGlennon

Sanford B. Wanner, Secretary  
Frank M. Morton, III, County Attorney  
Larry M. Foster, General Manager

**B. CONSENT CALENDAR**

Mr. Harrison asked if a Board member wished to pull an item from the consent calendar.

Mr. Goodson made a motion to adopt the items on the consent calendar.

The Board and staff held a brief discussion concerning the Award of Bid – Brackish Groundwater Development, Production and Observation Wells – Phase II.

The motion passed by a unanimous voice vote.

1. Minutes
  - a. July 24, 2001, Regular Meeting
2. Award of Bid – Brackish Groundwater Development, Production and Observation Wells – Phase II

**RESOLUTION**

**AWARD OF BID - BRACKISH GROUNDWATER DEVELOPMENT,**

**PRODUCTION AND OBSERVATION WELLS - PHASE II**

WHEREAS, the plans and specifications for the Brackish Groundwater Development Project, Production and Observation Wells, Phase II, were advertised for competitive bids with Sydnor Hydro, Inc., submitting the low responsive bid of \$298,710; and

WHEREAS, the cost is within the engineer's estimate and budget allocation and the contractor is capable of performing the scope of work required by the project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, awards the contract for the Brackish Groundwater Development Project, Phase II, Production and Observation Wells to Sydnor Hydro, Inc., for a contract amount of \$298,710.

Mr. Kennedy made a motion to adjourn at 7:42 p.m.

The motion passed by a unanimous voice vote.

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Sanford B. Wanner  
Secretary to the Board

MEMORANDUM

DATE: September 25, 2001  
 TO: The Board of Directors  
 FROM: Larry M. Foster, General Manager, James City Service Authority  
 SUBJECT: Award of Bid - Lift Station Wet Well/Dry Well Rehabilitation and Improvements for Lift Stations 3-1, 3-3, 4-9, and 6-2

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The plans and specifications for the rehabilitation of the JCSA Lift Station Wet Well/Dry Well Rehabilitation and Improvements for Lift Stations 3-1, 3-3, 4-9, and 6-2, have been publicly advertised and competitively bid. The stations are being rehabilitated to include wet well repair and coating,, dry well painting, piping painting, and miscellaneous gratings, lifting beam, and access hatch additions/replacements. One bid was received as follows:

<u>Firm</u>	<u>Amount</u>
Polymer Coatings, Inc.	\$302,406

Polymer Coatings bid has been determined to be responsive and responsible.

The bid is lower than the engineer's final cost estimate of \$353,670, and adequate funds are available for the project.

Staff recommends that the Board approve the attached resolution authorizing the Lift Station Wet Well/Dry Well Rehabilitation and Improvements project to Polymer Coatings, Inc., for \$302,406.

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Danny W. Poe

CONCUR:

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Larry M. Foster

LMF/gs  
 polymer.mem

Attachment

**RESOLUTION**

**AWARD OF BID - LIFT STATION WET WELL/DRY WELL REHABILITATION AND**

**IMPROVEMENTS FOR LIFT STATIONS 3-1, 3-3, 4-9, AND 6-2**

WHEREAS, the plans and specifications for the Lift Station Wet Well/Dry Well Rehabilitation and Improvements for Lift Stations 3-1, 3-3, 4-9, and 6-2 have been publicly advertised and competitively bid with one firm submitting a bid of \$302,406; and

WHEREAS, Polymer Coatings, Inc., the sole bidder has been determined capable of completing the project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of James City Service Authority, James City County, Virginia, hereby awards the Lift Station Wet Well/Dry Well Rehabilitation and Improvements project to Polymer Coatings, Inc., for a bid of \$302,406.

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Jay T. Harrison, Sr.  
Chairman, Board of Directors

ATTEST:

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William C. Porter, Jr.  
Deputy Secretary to the Board

Adopted by the Board of Directors of James City Service Authority, James City County, Virginia, this 25th day of September, 2001.

**M E M O R A N D U M**

DATE: September 25, 2001  
TO: The Board of Directors  
FROM: Larry M. Foster, General Manager, James City Service Authority  
SUBJECT: Budget Amendment and Appropriation - James City Service Authority - FY 02

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In order to ensure that private well abandonment is a permanent service provided by the JCSA, staff is requesting \$20,000 in FY 02 toward the actual cost of abandoning the wells that will be combined with the \$16,550 from the Department of Environmental Quality's (DEQ) Ground Water Protection Grant toward well abandonment and the public information plan. The grant and funds requested will provide for abandoning approximately 38 wells.

DEQ has advised that it will award the JCSA a Ground Water Protection Grant in the amount of \$16,550. The grant agreement specifies that work on the project must be accomplished between October 1, 2001, and September 30, 2002.

The JCSA recognizes the threat that open, unused, or improperly abandoned wells pose to human health, safety, and protection of our groundwater resources. Through the JCSA Private Well Abandonment Program, staff will establish a phased closure plan for wells that are not abandoned properly. To date, over 100 wells have been identified.

The plan will include a public information program, aimed at educating County residents about the threat posed by improperly abandoned wells, and the steps that can be taken to help eliminate the threat. The JCSA and the Virginia Department of Health will work in partnership to identify properties that contain wells needing proper abandonment.

Staff recommends adoption of the attached resolution accepting the grant and appropriating the funds.

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Larry M. Foster

LMF/tlc  
approp02.mem

Attachment

**RESOLUTION**

**BUDGET AMENDMENT AND APPROPRIATION**

**JAMES CITY SERVICE AUTHORITY - FY 02**

WHEREAS, the Secretary prepared a proposed budget for the fiscal year beginning July 1, 2001, and ending June 30, 2002, which did not include funds for the JCSA Well Abandonment Program of \$20,000 and Department of Environmental Quality Ground Water Protection Grant of \$16,550; and

WHEREAS, the Board of Directors adopted said budget on April 24, 2001; and

WHEREAS, the Secretary has prepared a proposed Budget amendment and appropriation for Well Abandonment Program of \$20,000 and grant funds of \$16,550.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the acceptance of the grant and makes the following appropriation to the FY 02 Water Fund Budget:

Revenue:

JCSA Reserve Funds	\$20,000
DEQ Grant	<u>16,550</u>
	<u>\$36,550</u>

Expenditures:

Well Abandonment Program	<u>\$36,550</u>
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Jay T. Harrison, Sr.  
Chairman, Board of Directors

ATTEST:

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William C. Porter, Jr.  
Deputy Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 25th day of September, 2001.