

**A G E N D A**

**JAMES CITY SERVICE AUTHORITY**

**County Government Center Board Room**

**October 23, 2001**

**7:00 P.M.**

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**A. ROLL CALL**

**B. PUBLIC COMMENT**

**C. CONSENT CALENDAR**

1. Minutes
  - a. September 25, 2001, Regular Meeting
2. Budget Amendment - Well Mitigation
3. Budget Amendment 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 25TH 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

William C. Porter, Deputy Secretary  
Frank M. Morton, III, County Attorney  
Larry M. Foster, General Manager

**B. PUBLIC COMMENT - None**

**C. CONSENT CALENDAR**

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

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

The motion passed by a unanimous voice vote.

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, 3-3, 4-9, and 6-2

**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.

3. Budget Amendment and Appropriation – James City Service Authority – FY 02

**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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**D. BOARD REQUESTS AND DIRECTIVES**

Mr. McGlennon thanked Mr. Foster for his work on the Magruder Heights water system improvements and associated street repairs.

Mr. Kennedy made a motion to adjourn at 8:53 p.m.

The motion passed by a unanimous voice vote.

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William C. Porter  
Deputy Secretary to the Board

092501bd.min

MEMORANDUM

DATE: October 23, 2001  
TO: The Board of Directors  
FROM: Larry M. Foster, General Manager, James City Service Authority  
SUBJECT: Budget Amendment - Well Mitigation

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The James City Service Authority (JCSA) has experienced a higher than anticipated number of Well Mitigation claims this fiscal year. There have been 57 claims totaling \$94,249 submitted with a total of 56 claims approved totaling \$57,549. The Well Mitigation budget for this year is \$50,000 and has been exceeded. In order to accommodate the number of claims, it is recommended that the budget be amended to add an additional \$50,000 for FY 02.

Staff recommends the Board adopt the attached resolution for the additional appropriation from the Reserve Fund to support the above described water purchase expenses.

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Larry M. Foster

LMF/adw  
welmit.mem

Attachment

**RESOLUTION**

**BUDGET AMENDMENT - WELL MITIGATION**

WHEREAS, in order for the James City Service Authority (JCSA) to meet system demands of Well Mitigation claims; and

WHEREAS, these unanticipated expenses were estimated at \$50,000 and now are estimated to total \$100,000 in the FY 02 Budget; and

WHEREAS, funds totaling \$50,000 are available in the JCSA Reserve Funds.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby adjust the FY 2002 budget as follows:

From:

_____	JCSA Reserve Fund	<u>\$50,000</u>
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To:

	Well Mitigation	<u>\$50,000</u>
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Jay T. Harrison, Sr.  
Chairman, Board of Directors

ATTEST:

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Sanford B. Wanner  
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 23rd day of October, 2001.

welmit.res

MEMORANDUM

DATE: October 23, 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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The Virginia Department of Transportation (VDOT) has directed that "open cuts" to secondary roads be repaired in accordance with their standards. In the past, the JCSA made roadway repairs basically to the immediate area where the utility line repair was made.

The VDOT standard requires that any roadway repair that is greater than 4 feet wide, or open cut greater than 16-square feet, be refilled per standard and resurfaced with like material for a distance of 25 feet on either side of the disturbed area for the full width of the pavement. Applying the new Road Repair Standard has increased the JCSA's road costs significantly. The JCSA typically spends \$50,000 annually for road repairs and has already spent \$47,000 this fiscal year.

A typical roadway patch that in the past cost \$800, now cost a minimum of \$3,200. The significant increase in roadway repairs were not anticipated during the budget development process. It is requested that the Board approve the attached resolution amending the Capital Improvements Program (CIP) budget by establishing a VDOT Road Repair project and allocating \$200,000 toward anticipated expenses.

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Larry M. Foster

LMF/tlc  
vdotapp02.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 anticipate a significant increase to road repairs due to changes in Virginia Department of Transportation road repair standards; 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 road repair projects of \$200,000.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, that the following amounts are hereby adopted and appropriated to the FY 02 Budget:

CIP Revenue:

JCSA Reserve Funds	<u>\$200,000</u>
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CIP Expenditures:

VDOT Road Repair Projects	<u>\$200,000</u>
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Jay T. Harrison, Sr.  
Chairman, Board of Directors

ATTEST:

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Sanford B. Wanner  
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 23th day of October, 2001.