

A G E N D A

JAMES CITY SERVICE AUTHORITY

County Government Center Board Room

January 2, 2003

4:00 P.M.

A. ROLL CALL

B. CONSENT CALENDAR

1. Minutes - December 10, 2002, Regular Meeting
2. Easement Abandonment - Wythe-Will Distributing Company

C. ORGANIZATIONAL MEETING

D. ADJOURNMENT

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 10TH DAY OF DECEMBER, 2002, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Bruce C. Goodson, Chairman
Michael J. Brown, Vice Chairman
Jay T. Harrison, Sr.
James G. Kennedy
John J. McGlennon

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

B. CONSENT CALENDAR

Mr. Goodson requested Item No. 3 on the Consent Calendar, Award of Bid – Kristiansand Sewer Installation, be pulled for a roll call vote.

Mr. Harrison made a motion to adopt the remaining items on the Consent Calendar.

The motion passed by a unanimous voice vote.

1. Minutes – November 27, 2002, Regular Meeting
2. Award of Bid – Groundwater Treatment Facility Wells – Phase III

RESOLUTION

BID AWARD - GROUNDWATER TREATMENT FACILITY WELLS - PHASE III

WHEREAS, the Groundwater Treatment Plant Facility Wells - Phase III project has been advertised and competitively bid; and

WHEREAS, three firms submitted bids on the project with Sydnor Hydro, Inc., submitting the low bid of \$870,125; and

WHEREAS, Sydnor Hydro, Inc., has been determined capable of performing the work associated with the project and funds are available in the FY 03 Budget to cover the costs of the project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, awards the Groundwater Treatment Facility Well - Phase III project to Sydnor Hydro, Inc., in the amount of \$870,125.

3. Award of Bid – Kristianstand Sewer Installation

On a roll call vote, the vote was: AYE: Kennedy, McGlennon, Brown, Harrison (4) NAY: (0) ABSTAIN: Goodson (1).

RESOLUTION

BID AWARD - KRISTIANSAND SEWER INSTALLATION

WHEREAS, the Kristiansand sewer installation project, has been advertised and competitively bid; and

WHEREAS, Eight firms submitted bids on the project with Suburban Grading submitting the low bid of \$312,768.65; and

WHEREAS, Suburban Grading has been determined capable of performing the work associated with the project and funds are available in the FY 03 Budget to cover the project costs.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, awards the Kristiansand Sewer Installation project to Suburban Grading in the amount of \$312,768.65.

D. ADJOURNMENT

Mr. Brown made a motion to adjourn until 4 p.m. on January 2, 2003.

The motion passed by a unanimous voice vote.

Mr. Goodson adjourned the Board at 9:26 p.m.

Sanford B. Wanner
Secretary to the Board

MEMORANDUM

DATE: January 2, 2003
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, James City Service Authority
SUBJECT: Easement Abandonment - Wythe-Will Distributing Company

Several years ago, Wythe-Will Distributing Company expanded its facility in Lightfoot. In the building expansion the new structure encroached on an existing easement. Wythe-Will Distributing Company relocated a sewer line and provided a new easement. Unfortunately, the original easement was never officially abandoned.

Staff recommends approval of the attached resolution authorizing the General Manager to sign the appropriate documents abandoning a portion of an easement located on the Wythe-Will Distributing Company property located in Lightfoot. A drawing identifying the location of the abandoned easement is attached.

Larry M. Foster

LMF/gs
wythe-will.mem

Attachments

RESOLUTION

EASEMENT ABANDONMENT - WYTHE-WILL DISTRIBUTING COMPANY

WHEREAS, as a result of the expansion of the Wythe-Will Distributing Company facility, a sewer line has been relocated and a new easement dedicated; and

WHEREAS, the original easement legally encumbers the new structure but is no longer necessary.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the General Manager of the James City Service Authority to sign the appropriate documents providing for the abandonment of the portion of the Wythe-Will easement that is no longer needed.

Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 2nd day of January, 2003.

wythe-will.res

MEMORANDUM

DATE: January 2, 2003
TO: The Board of Directors
FROM: Frank M. Morton, III, County Attorney
SUBJECT: Organizational Meeting

The Board should first take action on the election of the chairman and the vice chairman. Following those appointments, I have attached for your consideration a resolution establishing times and dates of your meetings for the year 2003, as well as proposed parliamentary rules to assist in the conducting of your business. These rules are consistent with past years.

Frank M. Morton, III

FMM/gs
orgmtg03.mem

Attachment

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 2003.

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 2003.

1. Regular meetings of the Board shall be held following the second Board of Supervisors' meetings each month. The meetings shall be held following the 7:00 p.m. Board of Supervisors' meeting.
2. The Board shall, for parliamentary purposes, follow Robert's Rules of Order and more specifically those provisions which pertain to the conduct of Business in Boards, Newly Revised, 1981 at p. 404 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.

Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 2nd day of January, 2003.

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