

A G E N D A

JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS

County Government Center Board Room

December 13, 2005

7:00 P.M.

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENT

D. CONSENT CALENDAR

1. Minutes - November 22, 2005, Regular Meeting

E. PUBLIC HEARING

1. Transfer of Sewage Lift Station 1-5 to Hampton Roads Sanitation District
2. Sale of .027-Acre Parcel at 7883 Richmond Road

F. ADJOURNMENT

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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 22ND DAY OF NOVEMBER 2005, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

John J. McGlennon, Chairman
Bruce C. Goodson, Vice Chairman
Jay T. Harrison, Sr.
Michael J. Brown, Absent
M. Anderson Bradshaw

Sanford B. Wanner, Secretary
Leo P. Rogers, County Attorney
Larry M. Foster, General Manager

B. CONSENT CALENDAR

Mr. Bradshaw made a motion to adopt the minutes of October 24, 2005.

The motion passed by a unanimous voice vote.

C. PUBLIC HEARINGS

1. Dedication of Restrictive Easement – Tewning Road Operations Center

Mr. Larry Foster, General Manager of the James City Service Authority (JCSA), stated that the Tewning Operations Center will be expanded in the future and the JCSA has contracted with New Town, LLC to purchase a parcel of property for the expansion. A wetlands permit is required for that parcel of property and the Department of Environmental Quality (DEQ) and the U.S. Corps of Engineers (COE) has requested a conservation easement establishing buffers along environmentally sensitive areas prior to their approval of the wetlands permit.

Mr. Foster requested the Board approve the resolution authorizing him to sign the appropriate documents to dedicate the conservation easement.

Mr. McGlennon opened the Public Hearing.

As no one wished to speak to this matter, Mr. McGlennon closed the Public Hearing.

Mr. Harrison made a motion to adopt the resolution.

On a roll call vote, the vote was: AYE: Goodson, Harrison, Bradshaw, McGlennon (4). NAY: (0).

RESOLUTION

DEDICATION OF RESTRICTIVE EASEMENT –

TEWNING ROAD OPERATIONS CENTER

WHEREAS, the James City Service Authority (JCSA) purchased a parcel of property from the Casey family approximately four years ago; and

WHEREAS, the JCSA is under contract to purchase a seven +/- acre parcel from New Town, LLC that is located immediately adjacent to the parcel purchased from the Casey family; and

WHEREAS, the parcel that is under contract requires a wetlands permit from the Virginia Department of Environmental Quality (DEQ) and the U.S. Corp of Engineers (COE); and

WHEREAS, the DEQ and COE have requested that a conservation easement establishing buffers along environmentally sensitive areas prior to their approving the wetlands permit; and

WHEREAS, the buffers will not limit the development potential of the parcel.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the General Manager to sign the necessary documents to establish the conservation easement referenced above and identified on a plat dated September 9, 2005, prepared by AES Consulting Engineers.

2. **Abandonment of Easement – Berton J. Roth – 112 Winged Foot**

Mr. Foster stated that a sewer line located on Betron J. Roth’s property at 112 Winged Foot has been relocated and is no longer needed, and requested the Board approve the resolution abandoning the sewer easement located on Mr. Roth’s property that is no longer needed.

Mr. McGlennon opened the Public Hearing.

As no one wished to speak to this matter, Mr. McGlennon closed the Public Hearing.

Mr. Harrison made a motion to adopt the resolution.

On a roll call vote, the vote was: AYE: Goodson, Harrison, Bradshaw, McGlennon (4). NAY: (0).

RESOLUTION

ABANDONMENT OF EASEMENT - BERTON J. ROTH - 112 WINGED FOOT

WHEREAS, the sewer line located on Mr. Berton J. Roth’s property at 112 Winged Foot has been relocated and is no longer needed; and

WHEREAS, Mr. Roth has requested that the James City Service Authority unencumber his property by abandoning the original easement.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the General Manager to sign the appropriate documents to abandon the sewer easement located on Mr. Roth's property and identified on a plat dated September 28, 2005, and prepared by AES Consulting Engineers.

3. Dedication of Drainage Easement – Tewning Road Operations Center

Mr. Foster stated that a drainage issue exists at the common property boundary of the James City Service Authority and Norman Sawyer's property on Ironbound Road, and requested the Board approve the resolution authorizing the dedication of drainage easement to Mr. Sawyer.

Mr. Foster stated that Mr. Sawyer's offer to install a storm drainage pipe to address the drainage problem will be of mutual benefit; the JCSA will not compensate Mr. Sawyer for the drainage improvements; and Mr. Sawyer will not compensate the JCSA for the easement.

Mr. McGlennon opened the Public Hearing.

As no one wished to speak to this matter, Mr. McGlennon closed the Public Hearing.

Mr. Harrison made a motion to adopt the resolution.

On a roll call vote, the vote was: AYE: Goodson, Harrison, Bradshaw, McGlennon (4). NAY: (0).

RESOLUTION

**DEDICATION OF DRAINAGE EASEMENT –
TEWNING ROAD OPERATIONS CENTER**

WHEREAS, a drainage issue exists at the common property boundary of the James City Service Authority and Mr. Norman Sawyer's property that is located on Ironbound Road; and

WHEREAS, Mr. Sawyer has requested that the James City Service Authority dedicate a 15-foot by 35-foot drainage easement as defined on a plat prepared by AES Consulting Engineers dated September 9, 2005; and

WHEREAS, addressing the drainage problem will be of mutual benefit to Mr. Sawyer and the James City Service Authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the General Manager to sign the appropriate documents to dedicate the easement to Mr. Norman Sawyer.

D. BOARD CONSIDERATION

1. Budget Amendments – FY 2006 Capital Improvement Program

Mr. Robert H. Smith, Assistant Manager of the James City Service Authority (JCSA), requested the Board adopt the resolution authorizing amendments to the JCSA Capital Improvements Program (CIP) for the

accelerated upgrade of the Five Forks Water Treatment Facility (FFWTF) to increase the facility to its ultimate capacity of 5.0 mgd and to handle the peak demands in the summer months.

Mr. Bradshaw inquired if the use of funds to accomplish this item will delay any other projects.

Mr. Foster stated that it would delay other projects but that staff felt that this project was of greater urgency. The delayed projects will be reprogrammed and will not impact a critical need.

Mr. McGlennon inquired if the water usage demands will reach the capacity of the plant earlier than expected.

Mr. Foster stated that in recent projections for water usage demands, we are on target; however, staff will monitor increased development and related water usage and advise the Board as appropriate.

Mr. Harrison made a motion to adopt the resolution.

On a roll call vote, the vote was: AYE: Goodson, Harrison, Bradshaw, McGlennon (4). NAY: (0).

RESOLUTION

BUDGET AMENDMENTS - FY 2006 CAPITAL IMPROVEMENTS PROGRAM

WHEREAS, the Board of Directors of the James City Service Authority desires to fund the upgrade of the Five Forks Water Treatment Facility (FFWTF).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, hereby adopts the funding transfers and the funding appropriation as shown below:

- 1. The following amounts are to be transferred from:

<u>Account Name</u>	<u>FY 2006 CIP Amount of Transfer</u>
W-1 Facility Rehabilitation	\$ 125,565.39
Interconnections with Williamsburg	50,000.00
St. George's Pressure Reducing Valve	173,738.88
Water Tank Ventilation	160,000.00
Water Tank Demolition	40,000.00
Riverview Plantation Waterline	200,000.00
School Lane Sewer	<u>200,000.00</u>
Total	<u>\$ 949,304.27</u>

And transferred to:

FFWTF (Second Phase)	<u>\$ 949,304.27</u>
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- 2. The following amount is appropriated as indicated below:

CAPITAL IMPROVEMENTS PROGRAM

Revenues:

Water Supply Proffers \$ 774,491.07

Expenditures:

FFWTF (Second Phase) \$ 774,491.07

E. BOARD REQUESTS AND DIRECTIVES - None

F. ADJOURNMENT

Mr. Goodson made a motion to adjourn.

The motion passed by a unanimous voice vote.

At 8:10 p.m. Mr. McGlennon adjourned the Board.

Sanford B. Wanner
Secretary to the Board

M E M O R A N D U M

DATE: December 13, 2005

TO: The Board of Directors

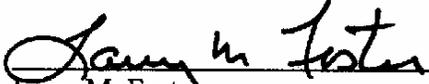
FROM: Larry M. Foster, General Manager, James City Service Authority

SUBJECT: Transfer of Sewerage Lift Station 1-5 to Hampton Roads Sanitation District

The James City Service Authority (JCSA) owns and operates sewerage Lift Station 1-5 which is located between the Ford's Colony and Windsor Forest neighborhoods. The Lift Station was built under Hampton Roads Sanitation District (HRSD) standards with the intention of it being transferred to HRSD when flows reached 1.25 million gallons per day. Current average daily flows are approximately 1.0 million gallons per day.

The JCSA budgeted \$200,000 in the 2005 Capital Improvement Plan for pump and control replacement at the 17-year-old lift station. Recognizing that HRSD will be taking over the Lift Station in the next 3-4 years, the JCSA approached HRSD about accelerating the transfer of the facility. Representatives of the two organizations agreed to an early transfer of the facility with a condition that the JCSA provide to HRSD the \$200,000 allocated for the upgrades.

Staff recommends that the Board approve the attached resolution authorizing the General Manager to sign the appropriate documents to transfer Sewerage Lift Station 1-5 to the Hampton Roads Sanitation District.


Larry M. Foster

LMF/nb
TrnsfSewageLftStat.mem

Attachment

RESOLUTION

TRANSFER OF SEWERAGE LIFT STATION 1-5 TO

HAMPTON ROADS SANITATION DISTRICT

WHEREAS, the James City Service Authority owns Sewerage Lift Station 1-5 that was designed and constructed with intent of eventual transfer to the Hampton Roads Sanitation District when flows through the Station exceed 1.25 million gallons per day; and

WHEREAS, current Lift Station 1-5 flows are approximately 1.0 million gallons per day and the James City Service Authority has budgeted \$200,000 to upgrade the pumps and control in the facility; and

WHEREAS, the Hampton Roads Sanitation District has agreed to assume ownership of the Station immediately if the \$200,000 allocated for the upgrades is provided to the District.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the General Manager to sign the appropriate documents transferring ownership of Sewerage Lift Station 1-5 to the Hampton Roads Sanitation District, along with the \$200,000 allocated in the 2005 Capital Improvement Budget intended for upgrades to the facility.

John J. McGlennon
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 13th day of December, 2005.

TrnsfSewageLftStat.res

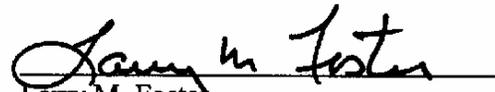
MEMORANDUM

DATE: December 13, 2005
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, James City Service Authority
SUBJECT: Sale of .027-Acre Parcel at 7883 Richmond Road

The James City Service Authority owns a .027-acre parcel of property located at 7883 Richmond Road as depicted on the attached map. The property is too small and otherwise unusable unless incorporated with an adjoining property. An adjacent property owner has offered to purchase the property for \$400. The Office of Real Estate Assessment has indicated that this is an appropriated value for the parcel considering its limited size.

The property will be sold with a condition that the common property line be extinguished and the parcel combined with the adjoining property owned by the buyer.

Staff recommends approval of the attached resolution authorizing the General Manager to sign the appropriate documents to sell the property located at 7883 Richmond Road to the adjoining property owner.


Larry M. Foster

LMF/gb
AcreSale.mem

Attachment

RESOLUTION

SALE OF .027-ACRE PARCEL AT 7883 RICHMOND ROAD

WHEREAS, the James City Service Authority owns a .027-acre parcel of property located at 7883 Richmond Road with no plans for future use; and

WHEREAS, the parcel is not large enough to locate a structure upon and therefore only has utility to an adjoining property owner; and

WHEREAS, an adjoining property owner has offered to purchase the parcel for \$400.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the General Manager to sign the appropriate documents to sell Parcel No. 1240200029 located at 7883 Richmond Road.

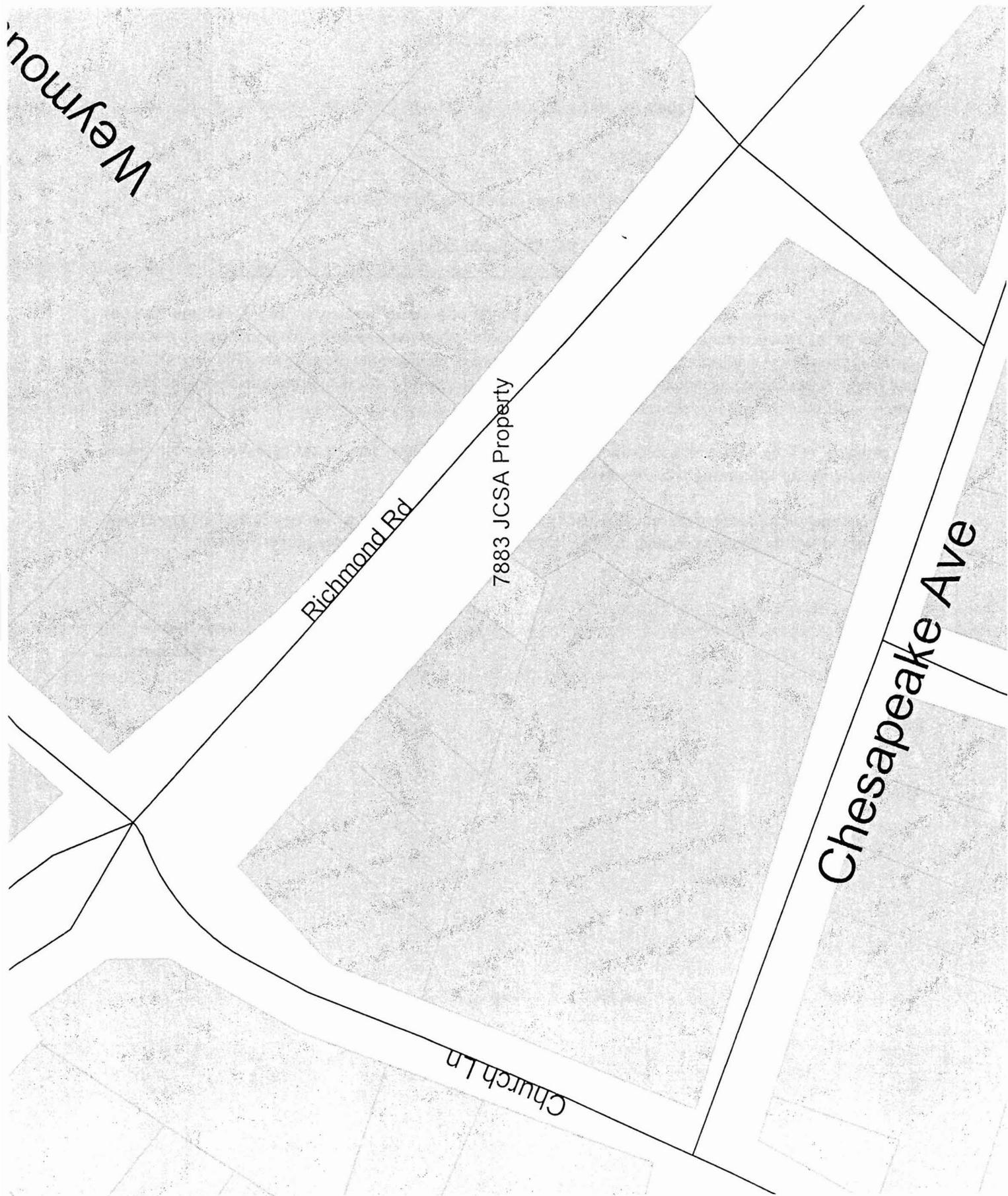
John J. McGlennon
Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 13th day of December, 2005.

AcreSale.res



Weymouth

Richmond Rd

7883 JCSA Property

Chesapeake Ave

Church Ln