

A G E N D A

JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS

County Government Center Board Room

January 26, 2010

7:00 P.M.

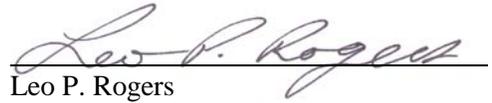
- A. CALL TO ORDER**
- B. ROLL CALL**
- C. ORGANIZATIONAL MEETING**
 - 1. Organizational Meeting of the Board of Directors
- D. CONSENT CALENDAR**
 - 1. Minutes – December 8, 2009, Regular Meeting
- E. BOARD REQUESTS AND DIRECTIVES**
- F. ADJOURNMENT** to February 23, 2010, at 7 p.m.

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MEMORANDUM

DATE: January 26, 2010
TO: The Board of Directors
FROM: Leo P. Rogers, County Attorney
SUBJECT: Organizational Meeting

The Board should first take action on the election of the Chairman and the Vice Chairman. Following those elections, I have attached for your consideration a resolution establishing times and dates of your meetings for the year 2010 and the date of the 2011 organizational meeting as established in the attached resolution, as well as proposed parliamentary rules to assist in the conducting of your business. These rules are consistent with past years.


Leo P. Rogers

LPR/nb
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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 2010.

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 2010.

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 2011 organizational meeting shall be held on the fourth Tuesday in January 2011 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 "Procedure 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.

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 26th day of January, 2010.

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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 8TH DAY OF DECEMBER 2009, 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

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

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

C. CONSENT CALENDAR

Mr. Kennedy made a motion to adopt the Consent Calendar.

The motion passed by a unanimous voice vote.

1. Minutes – November 24, 2009, Regular Meeting
2. Grant Award – Wellhead Protection – \$15,000

RESOLUTION

GRANT AWARD – WELLHEAD PROTECTION – \$15,000

WHEREAS, the James City Service Authority (JCSA) has been awarded a Wellhead Protection Grant from the Department of Environmental Quality in the amount of \$15,000; and

WHEREAS, the funds are to be used to properly abandon old, unused wells through the JCSA's Cap It Well Abandonment Program; and

WHEREAS, there is no match required of this grant.

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 appropriation to the Water fund:

Revenue:

Wellhead Protection Grant – FY 2010 \$15,000

Expenditure:

Cap It Well Abandonment Program – FY 2010 \$15,000

3. Bid Award – College Creek 12-inch Waterline Crossing – \$272,500

RESOLUTION

BID AWARD – COLLEGE CREEK 12-INCH WATERLINE CROSSING – \$272,500

WHEREAS, the plans and specifications for the College Creek 12-inch Waterline Crossing Project have been publicly advertised and competitively bid with eight firms submitting bids, ranging from \$272,500 to \$589,000; and

WHEREAS, Toano Contractors, Inc., submitted the low bid and has been determined capable of completing the project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby awards the College Creek Waterline Crossing Project to Toano Contractors, Inc., in the amount of \$272,500.

D. BOARD REQUESTS AND DIRECTIVES

Mr. Goodson wished the James City Service Authority (JCSA) staff a good holiday.

E. ADJOURNMENT to 7 p.m. on January 26, 2010.

Mr. Kennedy made a motion to adjourn.

The motion passed by a unanimous voice vote.

Mr. Goodson adjourned the JCSA Board of Directors at 7:48 p.m.

Sanford B. Wanner
Secretary to the Board