

A G E N D A

JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS

County Government Center Board Room

February 23, 2010

7:00 P.M.

A. ROLL CALL

B. CONSENT CALENDAR

1. Minutes – January 26, 2010, Organizational Meeting
2. Right-of-Way Agreement with Dominion Virginia Power for Tewning Road

C. BOARD REQUESTS AND DIRECTIVES

D. ADJOURNMENT to March 23, 2010, at 7 p.m.

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AT AN ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 26TH DAY OF JANUARY 2010, 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. ORGANIZATIONAL MEETING

1. Organizational Meeting of the Board of Directors

Mr. Kennedy nominated Mr. Goodson to serve as Chairman.

(0). On a roll call vote, the vote was: AYE: McGlennon, Icenhour, Jones, Kennedy, Goodson (5). NAY:

Mr. Kennedy nominated Mr. McGlennon to serve as Vice Chairman.

(0). On a roll call vote, the vote was: AYE: McGlennon, Icenhour, Jones, Kennedy, Goodson (5). NAY:

Mr. McGlennon made a motion to adopt the organizational meeting resolution.

The motion passed by a unanimous voice vote.

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.

D. CONSENT CALENDAR

Mr. Kennedy made a motion to adopt the minutes.

The motion passed by a unanimous voice vote.

1. Minutes – December 8, 2009, Regular Meeting

E. BOARD REQUESTS AND DIRECTIVES

Mr. Foster recommended that the Board recess to 4 p.m. on February 23, 2010, for a work session after completing its business.

Mr. McGlennon asked about the recent waterline breaks as a result of an extended period of cold weather.

Mr. Foster stated that for the past six weeks, waterline breaks have occurred. He noted that it has resulted in overtime work, but he felt that staff had given a good response to the situations. He noted that when there is extreme weather for an extended time, waterline breaks will occur due to minor expansion and contraction of the line.

Mr. McGlennon commented that the James City Service Authority (JCSA) staff has done well to address the problems, and he appreciated the patience of the customers in dealing with these issues. He asked for a report in the spring on whether there is a discernable pattern to the breaks, or if it was a random phenomenon.

Mr. Foster noted that older waterlines have more frequent breaks as well as those along the Route 5 and Jamestown Road corridor. He stated that he would prepare a report for the Board.

F. RECESS to February 23, 2010, at 4 p.m.

Ms. Jones made a motion to recess.

The motion passed by a unanimous voice vote.

At 7:58 p.m., Mr. Goodson recessed the Board to 4 p.m. on February 23, 2010.

Sanford B. Wanner
Secretary to the Board

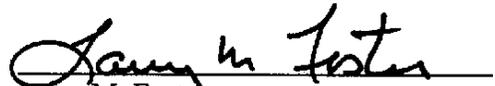
MEMORANDUM

DATE: February 23, 2010
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, James City Service Authority
SUBJECT: Right-of-Way Agreement with Dominion Virginia Power for Tewning Road

The relocation of the Convenience Center on Tewning Road to make room for the new James City Service Authority (JCSA) Operations Center requires the extension of Dominion Virginia Power electric lines approximately 600 feet to the new Convenience Center site. To provide electric power to the site, a 15-foot-wide easement (map attached) on JCSA property paralleling Tewning Road was required.

Because of long lead times with Dominion Virginia Power and to keep the construction project on schedule, the General Manager, with consultation from the County Attorney, signed the easement agreement with Dominion Virginia Power providing the necessary easement.

Approval of the attached resolution ratifying the General Manager's signature on the Dominion Virginia Power easement for Tewning Road is recommended.


Larry M. Foster

LMF/nb
ROW_TewningRd_mem

Attachments

RESOLUTION

RIGHT-OF-WAY AGREEMENT WITH DOMINION VIRGINIA POWER FOR TEWNING ROAD

WHEREAS, the extension of electric power lines by Dominion Virginia Power to serve the relocated Convenience Center is necessary; and

WHEREAS, because of the long lead times for the installation of new electric infrastructure, the General Manager of the James City Service Authority (JCSA) signed an agreement in order to keep the project on schedule; and

WHEREAS, the Board has been apprised of the necessity of the easement and its location and is requested to endorse the General Manager's signature.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby acknowledges and endorses the General Managers signature of the Right-of-Way Agreement dated January 20, 2010, for JCSA property located on Tewning Road to provide access for necessary electric lines to service a relocated Convenience Center.

Bruce C. Goodson
Chairman, Board of Directors

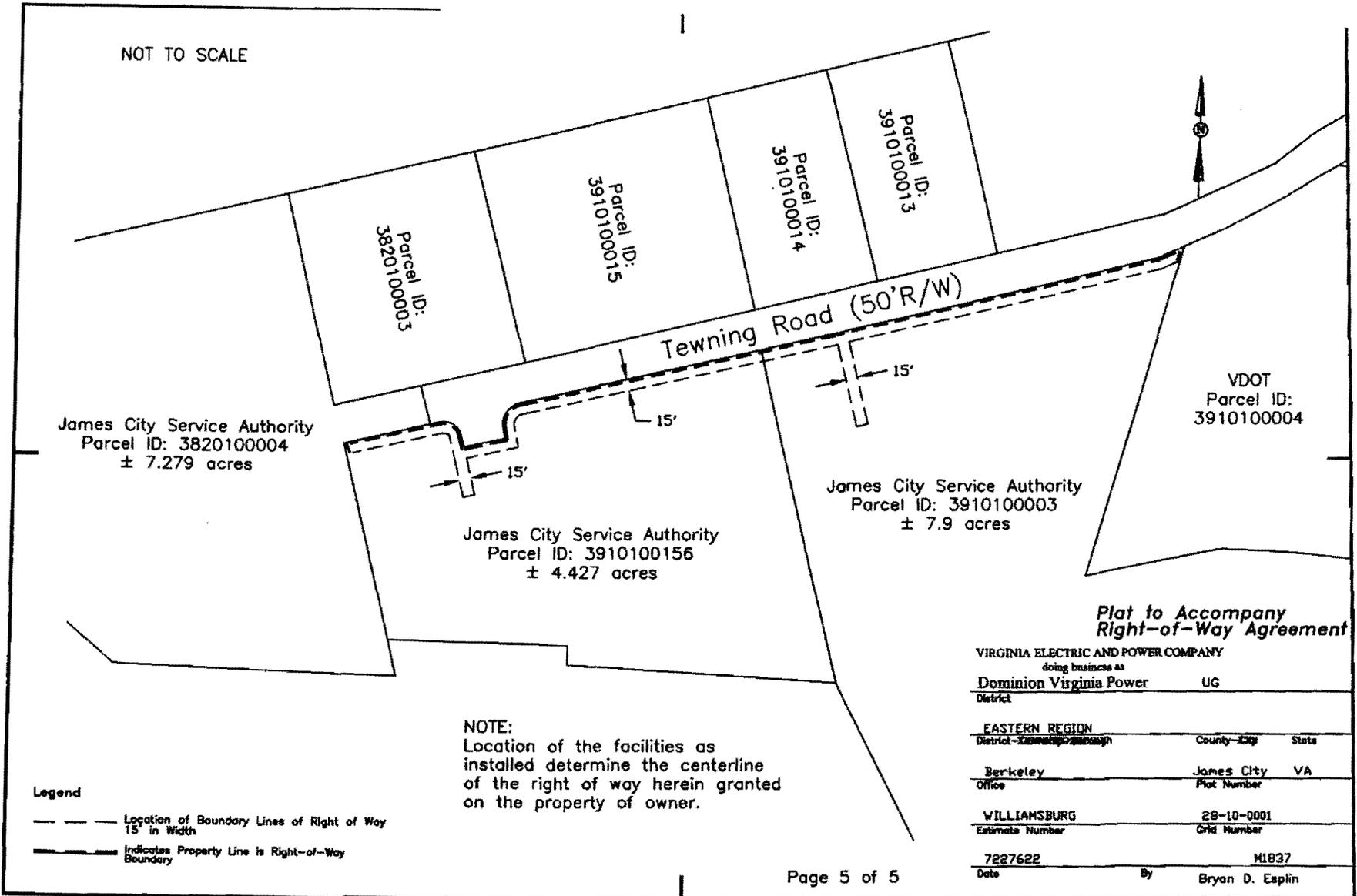
ATTEST:

Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 23rd day of February, 2010.

ROW_TewningRd_res

NOT TO SCALE



Legend

- Location of Boundary Lines of Right of Way 15' in Width
- Indicates Property Line is Right-of-Way Boundary

NOTE:
 Location of the facilities as installed determine the centerline of the right of way herein granted on the property of owner.

**Plat to Accompany
 Right-of-Way Agreement**

VIRGINIA ELECTRIC AND POWER COMPANY doing business as		
Dominion Virginia Power		UG
District		
EASTERN REGION		
District - Richmond	County - Stafford	State
Berkeley	James City	VA
Office	Plat Number	
WILLIAMSBURG	28-10-0001	
Estimate Number	Grid Number	
7227622	M1837	
Date	By	Bryan D. Esplin