

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 28TH DAY OF JANUARY, NINETEEN HUNDRED NINETY-SEVEN, AT 10:17 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Stewart U. Taylor, Chairman
 Robert A. Magoon, Jr., Vice Chairman
 Perry M. DePue
 Jack D. Edwards
 David L. Sisk

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

B. ORGANIZATIONAL MEETING

Mr. Edwards asked for a nomination for Chairman for 1997.

Mr. DePue made a motion to nominate Mr. Taylor as Chairman for 1997.

The motion passed by unanimous voice vote.

Mr. Taylor asked for a nomination for Vice Chairman for 1997.

Mr. Sisk made a motion to nominate Mr. DePue for Vice Chairman for 1997.

The motion passed by unanimous voice vote.

Mr. DePue made a motion to approve the organizational resolution.

The motion passed by 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 1997.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, that the following rules shall apply for the year 1997:

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 conduct of Business in Boards, Newly Revised, 1981 at p. 404 as follows:

Procedures in Small Boards: In a board meeting where there are not more than about a dozen members present, some of the formality that is necessary in a large assembly would hinder business. The rules governing such meetings are different from the rules that hold in assemblies, in the following respects:

Members are not required to obtain the floor before making motions or speaking, which they can do while seated.

Motions need not be seconded.

There is no limit to the number of times a member can speak to a question, and motions to close or limit debate (15, 16) generally should not be entertained.

Informal discussion of a subject is permitted while no motion is pending.

The Chairman can speak in discussion without rising or leaving the chair; and, subject to rule or custom within the particular board (which should be uniformly followed regardless of how many members are present), he usually can make motions and

C. **MINUTES - November 26, 1996
December 10, 1996**

Mr. Taylor asked if there were corrections or additions to the minutes.

Mr. Magoon made a motion to approve the two sets of minutes.

The motion passed by unanimous voice vote.

D. **BOARD CONSIDERATION**

1. Bid Award - Tank Painting

Mr. Larry M. Foster, General Manager, stated that the James City County operated several air ejector pump stations, and six of those stations require resurfacing and painting. The low bid was received by A to Z Contracting Co., Inc. for \$64,000.

Staff recommended approval of the bid award resolution.

Mr. Magoon made a motion to approve the resolution.

The motion passed by unanimous voice vote.

RESOLUTION**BID AWARD (BID NO. 97-B-0017) - TANK PAINTING**

WHEREAS, the James City Service Authority has prepared specifications and competitively bid a project to paint six tanks at wastewater pump stations; and

WHEREAS, four firms submitted bids on the project, with A-Z Contracting Co., Inc., submitting a low bid of \$64,000.

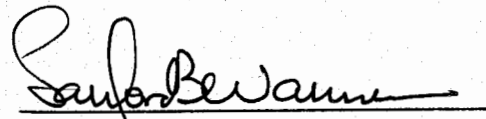
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of James City Service Authority, James City County, Virginia, hereby awards the contract for painting the six pump station tanks to A-Z Contracting Co., for \$64,000.

D. BOARD REQUESTS AND DIRECTIVES - None

Mr. Sisk made a motion to adjourn.

The motion passed by unanimous voice vote.

The Board adjourned at 10:22 p.m.


Sanford B. Wanner
Secretary to the Board