

AT AN ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 22ND DAY OF JANUARY, 2002, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

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

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

B. ORGANIZATIONAL MEETING

Mr. Harrison asked for nominations for Chairman for 2002.

Mr. Kennedy nominated Mr. Goodson as Chairman 2002.

Mr. McGlennon moved to close the nominations.

Mr. Harrison requested a roll call vote to elect Mr. Goodson as Chairman.

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

Mr. Goodson asked for nominations for Vice Chairman.

Mr. Harrison nominated Mr. Brown as Vice Chairman 2002.

Mr. Goodson requested a voice vote to elect Mr. Brown as Vice Chairman.

The motion passed by unanimous voice vote.

C. CONSENT CALENDAR

Mr. Foster introduced the items on the Consent Calendar for adoption.

Mr. Brown requested Item Number 4, Setting a Public Hearing – Regulations Governing Utility Service, be pulled.

Mr. McGlennon made a motion to adopt the remaining items.

The motion passed by a unanimous voice vote.

1. Minutes
 - a. November 27, 2001, Regular Meeting
2. Award of Contract – Engineering Services for Groundwater Treatment Facility

RESOLUTION

AWARD OF CONTRACT - ENGINEERING SERVICES FOR

GROUNDWATER TREATMENT FACILITY

- WHEREAS, the Water Master Plan provides for the construction of a groundwater treatment plant as a key component of the strategy to meet projected water demands for James City County; and
- WHEREAS, interested engineering firms were invited to submit a Statement of Qualification and Technical Proposals as part of the process for selecting an engineering consultant to design the planned groundwater treatment plant; and
- WHEREAS, a five-member selection team interviewed four firms after the evaluation of the information submitted by the interested engineering consultants and selected Buchart-Horn, Inc., as top rated firm; and
- WHEREAS, the selection team negotiated a fee of \$1,213,500 for an agreed-upon Scope of Services to perform the engineering design and support work required for this portion of the groundwater treatment project.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the award of a contract to provide engineering services for the Groundwater Treatment Plant to Buchart-Horn, Inc., in the amount of \$1,213,500 for design service associated with the Groundwater Treatment Plant.

3. Memorandum of Agreement with G-Square, Inc., Sale of Property – Monticello Avenue

RESOLUTION

MEMORANDUM OF AGREEMENT WITH G-SQUARE INC., SALE OF

PROPERTY - MONTICELLO AVENUE

- WHEREAS, the James City Service Authority has purchased a 1.08-acre parcel of property from the Virginia Department of Transportation at the intersection of Monticello Avenue and Ironbound Road, relocated, to construct a 1.0 million gallon water storage facility; and

WHEREAS, only a portion of the property will be needed for the construction of the facility and a Memorandum of Agreement has been entered into with G-Square Inc., the adjacent property owner, providing the terms for the sale of the excess property and the exchange of a small parcel to facilitate the location of the water storage facility.

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 documents necessary for the sale and exchange of the Monticello Avenue property with G-Square, Inc.

4. Setting a Public Hearing – Regulations Governing Utility Service

The Board and staff held a discussion regarding the proposed changes in the "Regulations Governing Utility Service," including staff justification for increasing fees, process for deciding fee rates, and desire to have further discussion on the fee structure.

Mr. Goodson recommended the item be deferred until after the budget work sessions.

Mr. Harrison recommended the motion be amended to approve the public hearing.

Mr. Goodson amended the motion to approve the public hearing for consideration by the Board on April 23, 2002.

The motion passed by a unanimous voice vote.

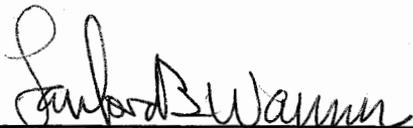
D. **BOARD REQUESTS AND DIRECTIVES - None**

E. **ADJOURNMENT**

Mr. Harrison made a motion to adjourn until 7:00 p.m. on February 26, 2002.

The motion passed by a unanimous voice vote.

Mr. Goodson adjourned the Board at 8:17 p.m.



Sanford B. Wanner
Secretary to the Board