

A G E N D A
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
October 10, 2017
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. CONSENT CALENDAR

1. Minutes Adoption - September 12, 2017 Regular Meeting

D. PUBLIC HEARING(S)

1. Easement Abandonment - 4320 Creek View East Vicinity - Villas at Five Forks

E. BOARD CONSIDERATION(S)

F. BOARD REQUESTS AND DIRECTIVES

G. GENERAL MANAGER'S UPDATE

H. ADJOURNMENT

1. Adjourn until 5 pm on November 14, 2017 for the Regular Meeting

ITEM SUMMARY

DATE: 10/10/2017

TO: The Board of Directors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Minutes Adoption - September 12, 2017 Regular Meeting

ATTACHMENTS:

	Description	Type
▣	091217BOD	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	9/26/2017 - 10:41 AM

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
September 12, 2017
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Roberts District
P. Sue Sadler, Stonehouse District
Michael J. Hipple, Powhatan District
Kevin D. Onizuk, Jamestown District
Ruth M. Larson, Chairman, Berkeley District

Bryan J. Hill, Secretary to the Board
Adam R. Kinsman, County Attorney
M. Douglas Powell, General Manager

C. CONSENT CALENDAR

A motion to Approve was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

1. Minutes Adoption - August 8, 2017 Regular Meeting
2. Change to the Regulations Governing Utility Service - Late Payment Timeline
3. Contract Award - Corrosion Control Study - \$159,000

D. PUBLIC HEARING(S)

1. Proposed Sale of Property - 105 Tewning Road - \$153,000

A motion to Approve was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

Mr. Powell addressed the Board, giving an overview of the memorandum included in the Agenda Packet.

As there were no questions for staff, Ms. Larson opened the Public Hearing.

As there were no registered speakers, Ms. Larson closed the Public Hearing.

E. BOARD CONSIDERATION(S)

None.

F. BOARD REQUESTS AND DIRECTIVES

Ms. Larson asked Mr. Powell if he could meet with her and Ms. Sadler prior to the work session to update them.

Mr. Powell replied that he could meet with them.

G. GENERAL MANAGER'S UPDATE

Mr. Powell gave a brief update on the joint permit application. He reported that a Virginia Water Protection permit has been received from the Virginia Department of Environmental Quality (DEQ), which allows JCSEA to withdraw water from the Chickahominy River. He explained that there are still several steps to go and permits that are needed. There will be a work session in two weeks to go over the whole process. Representatives from DEQ and Hampton Roads Sanitation District will be present at the work session.

H. ADJOURNMENT

1. Adjourn until 5 p.m. on October 10, 2017, for the Regular Meeting.

A motion to Adjourn was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

At approximately 7:56 p.m., Ms. Larson adjourned the Board.

AGENDA ITEM NO. D.1.**ITEM SUMMARY**

DATE: 10/10/2017

TO: The Board of Directors

FROM: M. Douglas Powell, General Manager

SUBJECT: Easement Abandonment - 4320 Creek View East Vicinity - Villas at Five Forks

ATTACHMENTS:

	Description	Type
▣	Memo	Cover Memo
▣	Resolution	Resolution
▣	Map	Backup Material
▣	Plat	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Powell, Doug	Approved	9/7/2017 - 12:35 PM
Publication Management	Trautman, Gayle	Approved	9/7/2017 - 12:39 PM
Legal Review	Kinsman, Adam	Approved	9/25/2017 - 11:45 AM
Board Secretary	Fellows, Teresa	Approved	9/26/2017 - 8:42 AM
Board Secretary	Purse, Jason	Approved	10/3/2017 - 9:21 AM
Board Secretary	Fellows, Teresa	Approved	10/3/2017 - 10:59 AM

MEMORANDUM

DATE: October 10, 2017

TO: The Board of Directors

FROM: M. Douglas Powell, General Manager, James City Service Authority

SUBJECT: Easement Abandonment - 4320 Creek View East Vicinity - Villas at Five Forks

Villas at Five Forks Condominium Owners Association, owner of the property behind 4320 Creek View East in Villas at Five Forks, has requested that the James City Service Authority (JCSA) abandon 2,151 square feet or 0.049 acres of a 20-foot-wide JCSA sewer easement on the northern side of the property along Creek View East. The portion of the easement requested for extinguishment is no longer needed by JCSA because the sewer main was abandoned and relocated farther north with JCSA retaining full access for maintenance.

Staff recommends that the Board approve the attached resolution authorizing the General Manager to sign the necessary documents to quitclaim the easement as requested and depicted on the attached plat dated July 27, 2017, prepared by AES Consulting Engineers.

MDP/nb
EAband-VFveFrks-mem

Attachments

RESOLUTION

EASEMENT ABANDONMENT - 4320 CREEK VIEW EAST VICINITY -

VILLAS AT FIVE FORKS

WHEREAS, Villas at Five Forks Condominium Owners Association, owner of the property behind 4320 Creek View East in Villas at Five Forks, has requested that the James City Service Authority (JCSA) abandon 2,151 square feet or 0.049 acre of a 20-foot-wide JCSA sewer easement on the northern side of the property along Creek View East as defined on a plat prepared by AES Consulting Engineers, entitled "Plat of Amended 20' and 30' JCSA Utility Easement From: Villas at Five Forks Condominium Owners Association To: James City Service Authority, Berkeley District, James City County, Virginia" and dated July 27, 2017; and

WHEREAS, the portion of the easement requested for extinguishment is no longer needed by JCSA because the sewer main was abandoned and relocated farther north with JCSA retaining full access for maintenance.

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 necessary documents to abandon the easement as described.

Ruth M. Larson
Chairman, Board of Directors

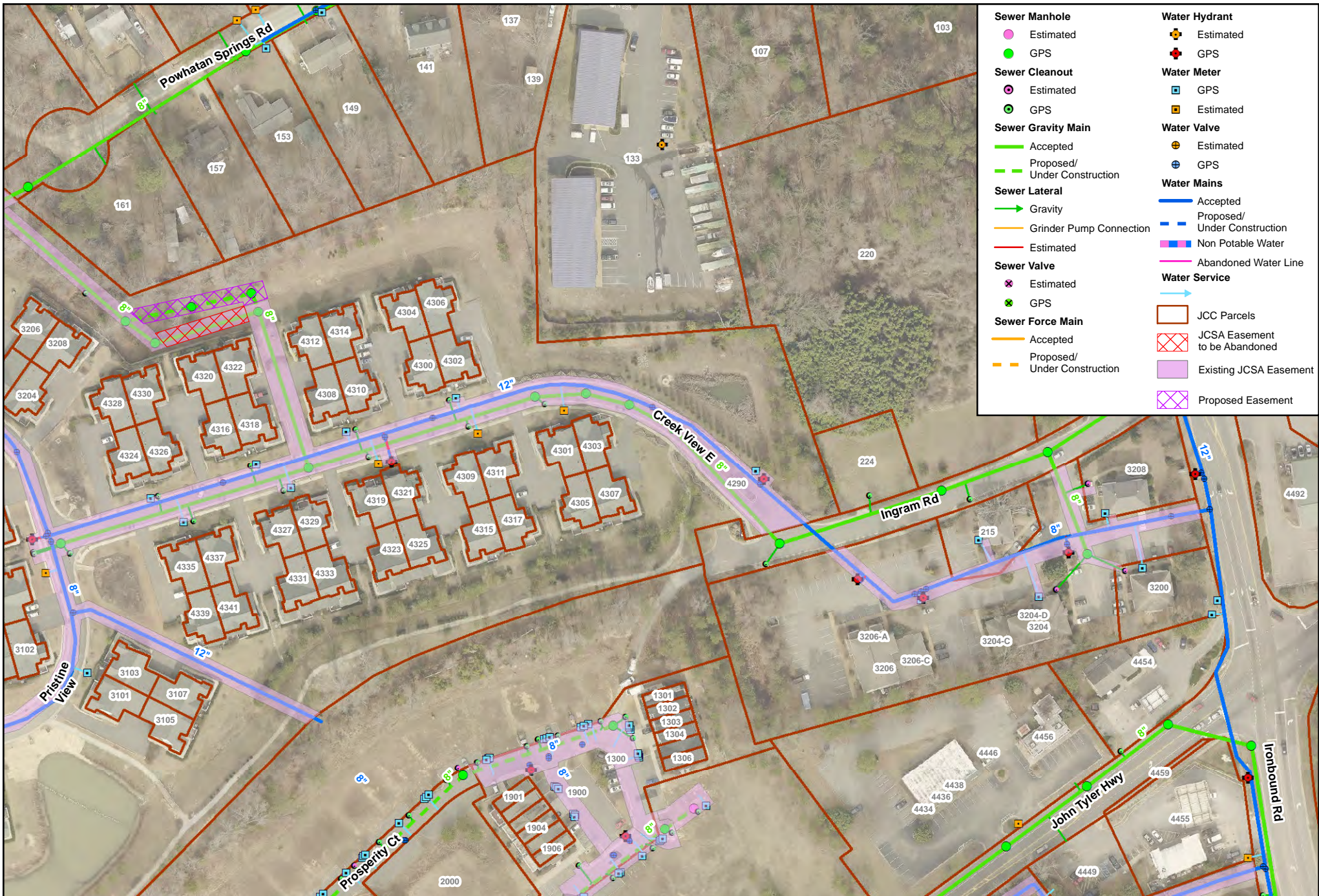
ATTEST:

Bryan J. Hill
Secretary to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____
ONIZUK	_____	_____	_____
LARSON	_____	_____	_____

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 10th day of October, 2017.

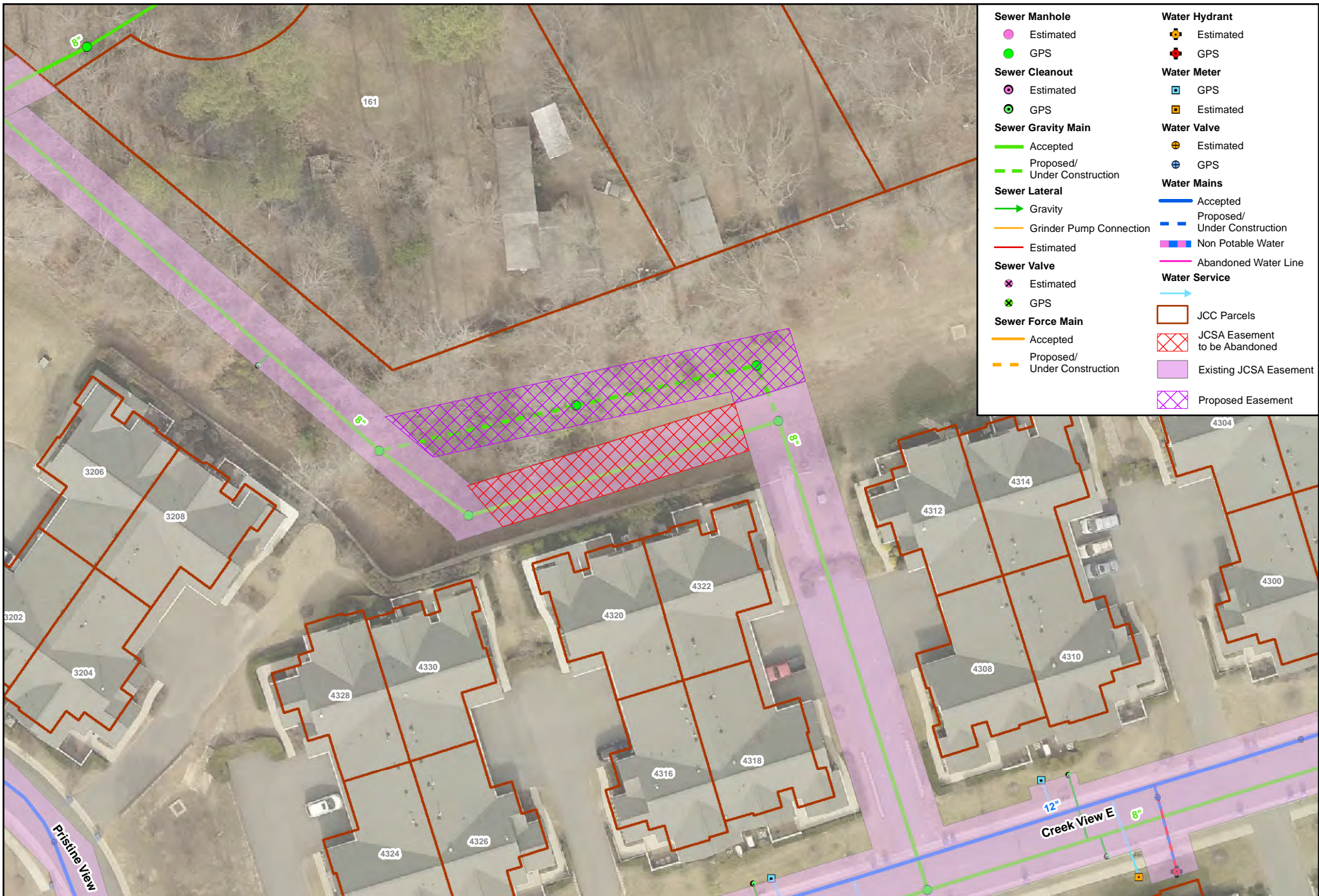
EAband-VFveFrks-res



This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. James City Service Authority is not responsible for its accuracy or how current it may be.

Villas at Five Forks

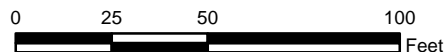




Sewer Manhole	Water Hydrant
● Estimated	✕ Estimated
● GPS	✕ GPS
Sewer Cleanout	Water Meter
○ Estimated	■ GPS
○ GPS	■ Estimated
Sewer Gravity Main	Water Valve
— Accepted	○ Estimated
— Proposed/ Under Construction	⊕ GPS
Sewer Lateral	Water Mains
→ Gravity	— Accepted
— Grinder Pump Connection	— Proposed/ Under Construction
— Estimated	— Non Potable Water
Sewer Valve	— Abandoned Water Line
✕ Estimated	Water Service
✕ GPS	→
Sewer Force Main	□ JCC Parcels
— Accepted	▨ JCSA Easement to be Abandoned
— Proposed/ Under Construction	▨ Existing JCSA Easement
	▨ Proposed Easement

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nor a survey and is not intended to be used as such.
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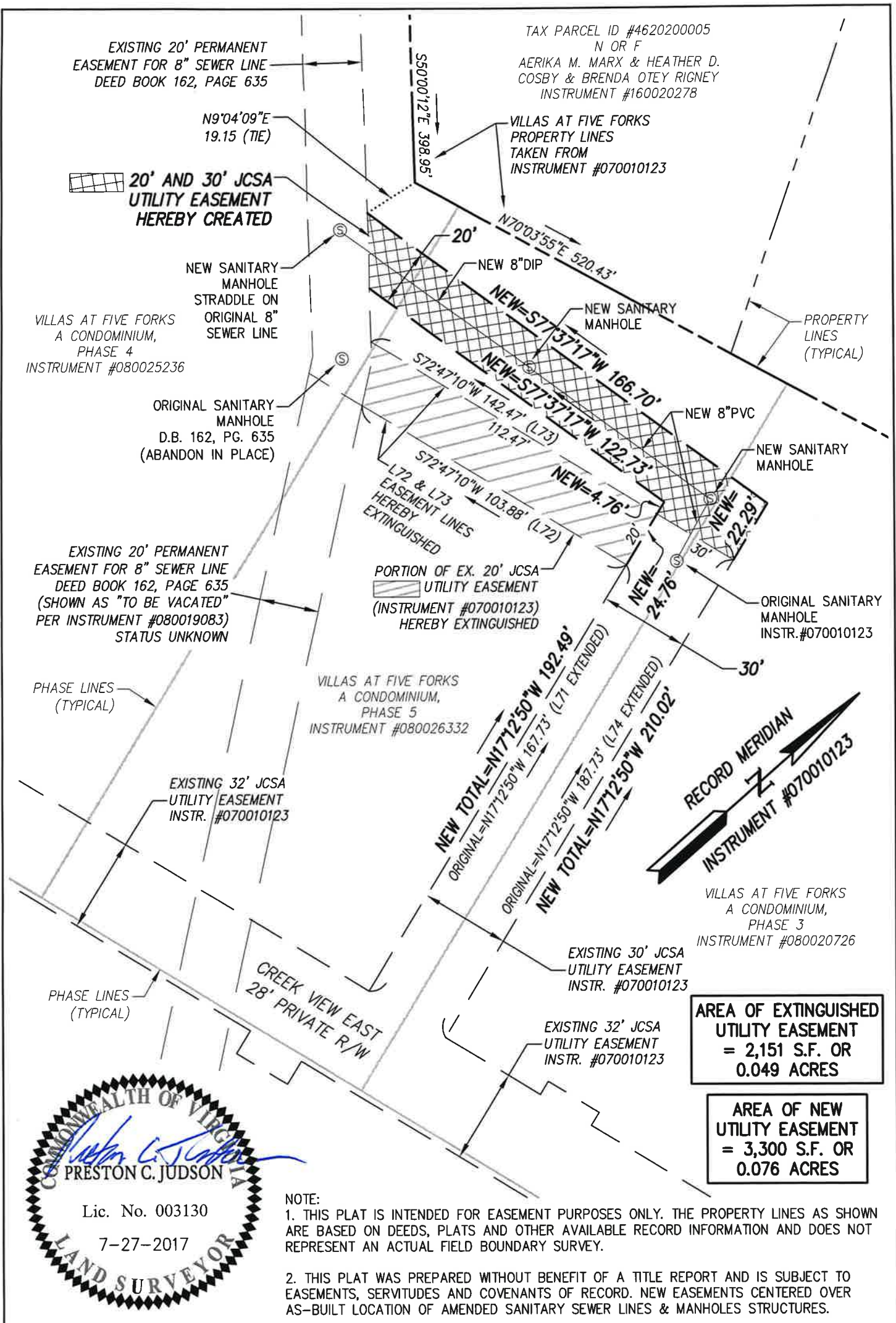
Villas at Five Forks



N
1 inch = 50 feet



S:\JOBS\9444\04-Villas at Five Forks - Wall Repair\Survey\Plans\Plats\W09444-04-JCSA Esmt.dwg, 7/27/2017 9:53:40 AM, mike.apperson



**PLAT OF AMENDED
20' AND 30' JCSA UTILITY EASEMENT
FROM: VILLAS AT FIVE FORKS
CONDOMINIUM OWNERS ASSOCIATION
TO: JAMES CITY SERVICE AUTHORITY**

BERKELEY DISTRICT JAMES CITY COUNTY VIRGINIA

Project Contacts: GVC / PCJ

Scale: 1" = 40'

Project Number: W09444-04

Date: 07-27-2017



CONSULTING ENGINEERS

5248 Olde Towne Road, Suite 1
Williamsburg, Virginia 23188
Phone: (757) 253-0040
Fax: (757) 220-8994

www.aesva.com

Hampton Roads | Central Virginia | Middle Peninsula

AGENDA ITEM NO. H.1.

ITEM SUMMARY

DATE: 10/10/2017

TO: The Board of Directors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Adjourn until 5 pm on November 14, 2017 for the Regular Meeting

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	9/26/2017 - 10:43 AM