

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE FIFTH DAY OF JANUARY, NINETEEN HUNDRED EIGHTY-SEVEN, AT 7:25 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Thomas D. Mahone, Chairman  
 William F. Brown, Vice-Chairman  
 Perry M. DePue  
 Jack D. Edwards  
 Stewart U. Taylor

Darlene L. Burcham, Secretary  
 John E. McDonald, Treasurer  
 Frank M. Morton, III, County Attorney  
 Sanford B. Wanner, Business Manager

B. ORGANIZATIONAL MEETING

Mr. Mahone opened the floor for nominations for chairman and vice-chairman.

Mr. Edwards nominated Mr. Mahone for chairman and Mr. Brown for vice-chairman.

The motion passed by a unanimous voice vote.

Mr. Brown made a motion to amend the resolution changing the meeting day from the first Monday of the month at 7:00 p.m. to the third Monday of the month at 1:00 p.m., except in January and February the 1:00 p.m. meeting will be held on the fourth Monday.

R E S O L U T I O N

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 1987.

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 1987.

1. Regular meetings of the Board shall be held on the third Monday of each month at 1:00 p.m. in the Board Room of the James City County Government Center, provided, however, that in January and February the 1:00 p.m. meeting shall be held on the fourth Monday of the month as shown on the 1987 calendar attached hereto.
2. That the Board shall for parliamentary purposes follow Robert's Rules of Order and more specifically those provisions which pertain to the conduct of Business in Boards, Newly Revised, 1981 at p. 404 as follows:

Procedure 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 usually votes on all questions.

The motion passed by a unanimous voice vote.

D. **BOARD CONSIDERATIONS**

Mr. DePue made a motion to approve the Bank Resolution.

The motion passed by a unanimous voice vote.

RESOLUTIONUNITED VIRGINIA BANK OF WILLIAMSBURG

BE IT RESOLVED that the United Virginia Bank of Williamsburg, Williamsburg, Virginia, be and it is hereby designated a depository for the James City Service Authority General Fund, Busch Properties Bond Account Operating Fund, James City Service Authority Busch Properties Bond Account, James City Service Authority Longhill Bond Account, Longhill Bond Account Construction Fund, First Colony Phase II Escrow, James City Service Authority - Pottery Water Project, 1980 Sewer Bond Revenue Fund, 1980 Sewer Bond Operating Fund, 1980 Sewer Bond Debt Service Fund, 1980 Sewer Bond Debt Reserve Fund, Mooretown/Forest Glen Construction Account, and that funds so deposited may be withdrawn upon a check, draft, note or order of the Board of Directors.

BE IT FURTHER RESOLVED that all checks, drafts, notes or orders drawn against said account be signed by two of the following:

Thomas D. Mahone                      Chairman

OR

William F. Brown                      Vice-Chairman

AND

Darlene L. Burcham                      Secretary

OR

John E. McDonald                      Treasurer

whose signatures shall be duly certified to said Bank, and that no checks, drafts, notes or orders against said Bank shall be valid unless so signed.

BE IT FURTHER RESOLVED that said Bank is hereby authorized and directed to honor and pay any checks, drafts, notes or orders so drawn, whether such checks, drafts, notes or orders be payable to the order of any such persons signing and/or countersigning said checks, drafts, notes or orders, or any of such persons in their individual capacities or not, and whether such checks, drafts, notes or orders are deposited to the individual credit of the person so signing and/or countersigning said checks, drafts, notes or orders, or the individual credit of any of the other officers or not. For cash investment purposes, the Bank is also authorized and directed to honor requests for the transfer of money from savings to checking, checking to savings, and transfers from checkings or savings to purchase Certificates of Deposit, repurchase agreements or to make other lawful investments when requested by John E. McDonald, Treasurer, or Charles L. Mehaffey, Accountant. This resolution shall

continue in force and said Bank may consider the facts concerning the holders of said offices, respectively, and their signatures to be and continue as set forth in the Certificate of the Secretary or Assistant Secretary, accompanying a copy of this resolution when delivered to said Bank or in any similar subsequent certificate, until written notice to the contrary is duly served on said Bank.

Mr. Brown made a motion to recess the meeting until the call of the chair.

The motion passed by a unanimous voice vote.

The Board of Directors recessed at 7:30 p.m.

At the call of the chair, the recessed meeting reconvened at 11:05 p.m., February 2, 1987.

Mr. Edwards made a motion to approve the minutes of the December 1, 1986 meeting.

The motion passed by a unanimous voice vote.

C. BOARD CONSIDERATIONS

1. Agreement for Construction of the North Trunk Part "C" Interceptor Force Main

Mr. Wanner presented this item indicating participation between York County and the Authority assures that the size, route and terminus of the extended force main best meets the future requirements of both the County and the Authority. If York County or the Authority chooses not to participate, these considerations relative to size and the route could be affected.

Mr. Edwards asked if this agreement is in the best interest of the County.

Mr. Wanner responded it supports the Board's decision relative to the Master Sewer Plan.

Mr. DePue made a motion to approve the agreement.

The motion passed by a unanimous voice vote.

R E S O L U T I O N

AGREEMENT FOR CONSTRUCTION OF THE NORTH TRUNK PART "C" INTERCEPTOR FORCE MAIN IN THE COUNTIES OF YORK AND JAMES CITY

WHEREAS, the James City Service Authority Board of Directors has identified in its Capital Improvements Program the need to make sewer system improvements in the Route 60 West sewer system; and

WHEREAS, the Board feels it essential to expedite the construction of interceptor facilities; and

WHEREAS, the County of York has agreed to make certain assurances and guarantees that will make it practical for HRSD to proceed at this time with the required construction; and

WHEREAS, Hampton Roads Sanitation District (HRSD) agrees to have such facilities constructed provided the Service Authority and York County are agreeable to certain assurances and guarantees.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority hereby authorizes and directs its Chairman and Secretary to execute an agreement with the Hampton Roads Sanitation District and the County of York for the construction of an interceptor force main along Richmond Road, Route 60, in James City County.

2. Authorization for Design of Office Building at County Government Complex

Mr. Mahone stated that George Wabnitz, a retired County employee, has done much of the background work on this addition to the Complex. Further, he suggested Mr. Wabnitz be involved in the entire process.

Mr. DePue made a motion to approve the authorization for design.

Mr. Brown stated the addition must be compatible with the existing complex; additionally, the Board wants assurances that the structure will be large enough to accommodate all intended uses.

Mrs. Burcham indicated the new facility will be aesthetically compatible with the other buildings at the complex, but will internally make use of open space design.

Mr. Mahone expressed his desire that the building costs not exceed the budgeted amount.

The motion passed by a unanimous voice vote.

R E S O L U T I O N

AUTHORIZATION FOR DESIGN OF OFFICE BUILDING AT COUNTY COMPLEX

WHEREAS, the Board of Directors of the James City Service Authority has identified the need to construct office facilities for its administrative staff; and

WHEREAS, it is advantageous to the citizens of James City County to be able to conduct both Service Authority and County business at a single location; and

WHEREAS, James City County also has office space needs that can best be addressed in a building housing Service Authority activities.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority authorizes its Secretary to engage the services of an architect to design a building for the above stated purposes.

BE IT FURTHER RESOLVED that the Board of Directors of the James City Service Authority authorizes the following appropriation:

From: Capital Contingency	-\$60,000
To: Service Authority Building	+\$60,000

3. Water Extension Agreement for the City of Newport News

Mr. Wanner presented this agreement indicating it is a standard agreement.

Mr. Edwards made a motion to approve the agreement.

On a roll call, the vote was AYE: Edwards, Taylor, DePue, Mahone (4). NAY: (0). ABSTAIN: Brown (1).

R E S O L U T I O N

CITY OF NEWPORT NEWS WATER EXTENSION AGREEMENT

WHEREAS, Jim Griffith Builders, Inc., has prepared plans for Quarterland Commons - Phase II, a development in the Busch Corporate Center; and

WHEREAS, the City of Newport News has prepared a water extension agreement for the extension of City water mains to serve this development; and

WHEREAS, all testing fees and inspection fees have been paid by Jim Griffith Builders, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, does hereby authorize and direct the Chairman and Secretary to execute the Newport News Water Extension Agreement on behalf of the Service Authority.

Mr. Wanner requested the Board approve a resolution setting a public hearing date of April 20, 1987 at 1:00 p.m. for proposed changes in sewer rates and fees.

Mr. DePue made a motion to approve the resolution.

The motion passed by a unanimous voice vote.

R E S O L U T I O N

UTILITY SEWER RATE PUBLIC HEARING

WHEREAS, the Board of Directors of the James City Service Authority proposes changes in sewer rates and fees for FY 1988; and

WHEREAS, sewer rate increases require a public hearing in accordance with Section 15.1-1260 of the Code of Virginia.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority does hereby set April 20, 1987, at 1:00 p.m. as a public hearing date for the following proposed changes in sewer rates and fees:

1. Wastewater service charges are proposed to be billed on a water consumption basis as follows:

A charge of \$1.80 per 1,000 gallons for collection.  
Unmetered sources shall be billed on estimated usage.

2. Additional local facility charges of \$1,050 shall be assessed when local facilities are constructed by the Utility or by a developer other than the applicant.

**D. BOARD REQUESTS AND DIRECTIVES**

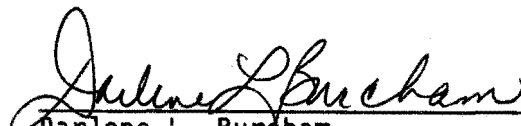
Mr. Mahone indicated constituents on Jamestown Road have inquired concerning quarterly billings from HRSD and the Authority and the discrepancy between the rates.

Mr. Wanner responded that sewer rates are based on consumption when a meter is available. If the customer is not metered, a flat rate is charged based on an industry consumption standard. Mr. Wanner further noted that he has worked with several customers on this matter recently and meters are being installed where requested.

Mr. Taylor made a motion to adjourn.

The motion passed by a unanimous voice vote.

The Board of Directors adjourned at 11:25 p.m.

  
Darlene L. Burgham  
Secretary