

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 25TH DAY OF JANUARY, NINETEEN HUNDRED EIGHTY-EIGHT, AT 5:50 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

The roll call was waived by the County Attorney.

Members present were:

- Stewart U. Taylor, Chairman
- Perry M. DePue, Vice-Chairman
- Jack D. Edwards
- Thomas D. Mahone
- Thomas K. Norment, Jr.

- David B. Norman, Secretary
- John E. McDonald, Treasurer
- Frank M. Morton, III, County Attorney
- Sanford B. Wanner, Business Manager

B. ORGANIZATIONAL MEETING

Mr. Taylor asked if there were any comments about the organizational procedure.

Mr. Mahone made a motion to approve the resolution.

The motion was approved 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 1988.

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 1988.

1. Regular meetings of the Board shall be held on the third Monday of the month in the following months: March, April, May, June, November and December. In the remaining months, the meetings shall be held on the fourth Mondays. All meetings shall immediately follow the Board of Supervisors' meetings held at 1:00 p.m. in the Board Room of the James City County Government Center.
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.

C. MINUTES - December 21, 1987

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

Mr. Mahone made a motion to approve the minutes as presented.

The motion was approved by a unanimous voice vote.

D. CONSENT CALENDAR

Mr. Taylor asked if any Board member wished to remove any item from the Consent Calendar.

Mr. Mahone asked that Item No. 3 be removed, and made a motion to approve Items No. 1 and 2.

The motion was approved by a unanimous voice vote.

1. Bank Resolution - Crestar

R E S O L U T I O N

CRESTAR

BE IT RESOLVED that Crestar, 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:

Stewart U. Taylor Chairman

OR

Perry M. DePue Vice-Chairman

AND

David B. Norman 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.

2. Water Extension Agreement for the City of Newport News

R E S O L U T I O N

CITY OF NEWPORT NEWS WATER EXTENSION AGREEMENT

WHEREAS, Busch Properties, Incorporated, has prepared a plan for Moody's Run Townhouses, Phase I, a development in Kingsmill; 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 Busch Properties, Incorporated.

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.

3. Amended Agreement for Construction of North Trunk Part "C" Interceptor Force Main

Mr. Mahone asked why the Hampton Roads Sanitation District needs a 24-inch force main and not a 30-inch as originally proposed.

Mr. Wanner replied that the Service Authority had planned for a 24-inch main, but increased to a 30-inch main to accommodate York County.

Mr. Mahone asked about upgrading the 24-inch so it would not have to be redone in the future.

Mr. Wanner stated that the HRSD long range plan envisions a new force main from Lightfoot along Centerville Road, and concluded that the 24-inch main will be appropriate for the next five to ten years.

Mr. Mahone made a motion to approve the resolution.

The motion was approved by a unanimous voice vote.

R E S O L U T I O N

ADDENDUM NO. 1 TO 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, the County of York, and the Hampton Roads Sanitation District have previously entered into an agreement dated March 6, 1987; and

WHEREAS, the James City Service Authority, the County of York, and the Hampton Roads Sanitation District desire to amend such agreement to provide for inclusion of an amended force main size to be used in the construction of the North Trunk Part "C" Interceptor Force Main.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority agree that the hereinabove referenced agreement dated March 6, 1987, be amended to change the size of the force main in the Paragraph 1. Description of Facilities to read "24-inch force main."

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

E. BOARD CONSIDERATIONS

1. Award of Contract - One Million Gallon Groundwater Storage Tank and Booster Pumping Station

Mr. Wanner stated that the contract involved the construction of a one million gallon groundwater storage tank with two domestic pumps, a fire pump, and a standby emergency generator. He continued that six bids had been received and recommended award to the lowest bidder.

Mr. DePue inquired about the water source.

Mr. Wanner replied that the system wells will provide the water.

Mr. Taylor made a motion to approve the resolution.

The motion was approved by a unanimous voice vote.

R E S O L U T I O N

CONTRACT FOR THE CONSTRUCTION OF A ONE MILLION GALLON
GROUNDWATER STORAGE TANK AND BOOSTER PUMPING STATION

WHEREAS, the James City Service Authority publicly opened bids for the One Million Gallon Groundwater Storage Tank and Booster Pumping Station on January 12, 1988; and

WHEREAS, it has been determined that the lowest responsive and responsible bid of \$576,850 was that submitted by Shoreline Contractors, Inc.; and

WHEREAS, funds are available in the Service Authority capital budget for this project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby approves the award of a contract for the construction of a One Million Gallon Groundwater Storage Tank and Booster Pumping Station to Shoreline Contractors, Inc., on the basis of their bid of \$576,850 and authorizes and directs the Secretary to the Board to execute a contract for this work.

Mr. Wanner presented an additional item requesting a public hearing for April 4, 1988, at 7:00 p.m. on a proposed sewer rate increase.

Mr. Norment made a motion to approve advertisement of the public hearing.

The motion was approved by a unanimous voice vote.

F. BOARD REQUESTS AND DIRECTIVES

Mr. Mahone mentioned the letter from the medical committee at Williamsburg Landing concerning the water quality, and asked that a reply be prepared.

Mr. Wanner responded that he was preparing a response for Mr. Edwards' signature.

Mr. Mahone asked about the wells on Chickahominy Road.

Mr. Wanner replied that when Chickahominy waterline bids are received in March, a recommendation will be made to the Board.

Mr. Mahone stated that the Health Department study noted three residences of new mobile homes, and he recalled that the Health Department had approved the water and septic tanks on the property.

Mr. Wanner noted that the Health Department inspects the well in conjunction with the septic system.

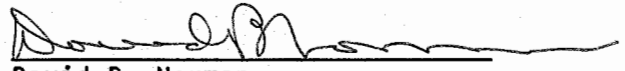
Mr. Mahone expressed that the Health Department was doing less than what he anticipated was their responsibility.

Mr. Edwards commented that the Health Department receives very little funding.

Mr. DePue made a motion to adjourn.

The motion was approved by a unanimous voice vote.

The Board adjourned at 6:15 p.m.


David B. Norman
Secretary

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