

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 22ND DAY OF JANUARY, NINETEEN HUNDRED NINETY-ONE, AT 2:05 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Thomas K. Norment, Jr., Chairman  
Jack D. Edwards, Vice Chairman  
Perry M. DePue  
Judith N. Knudson  
Stewart U. Taylor

David B. Norman, Secretary  
John E. McDonald, Treasurer  
Frank M. Morton, III, County Attorney  
Larry M. Foster, General Manager

B. ORGANIZATIONAL MEETING -

Mr. Norment opened the floor for nominations for Chairman and Vice Chairman of the James City Service Authority.

Mr. Edwards nominated Mr. Taylor for Chairman.

The motion was approved by a unanimous voice vote.

Ms. Knudson nominated Mr. DePue for Vice Chairman.

The motion was approved by a unanimous voice vote.

Mr. Norment made a motion to approve the Organizational resolution as presented.

The motion was approved by a unanimous voice vote.

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 1991.

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 1991.

1. Regular meetings of the Board shall be held following the second Board of Supervisors' meetings each month, except for the months of January and February when the meetings shall be held on January 22 and February 19, respectively. The meetings shall be held following the 1:00 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 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.

Vice Chairman DePue opened the meeting in Chairman Taylor's absence.

C. MINUTES - December 17, 1990

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

Mr. DePue made a motion to approve the minutes.

The motion was approved by a unanimous voice vote.

D. CONSENT CALENDAR

Mr. DePue asked if any Board member wished to discuss the Consent Calendar item.

Mr. Norment made a motion to approve the Consent Calendar.

The motion was approved by a unanimous voice vote.

1. Bank Resolutions

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, First Colony Phase II Escrow, 1980 Sewer Bond Operating Fund 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 Joseph W. Morris, Accounting Supervisor. 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.

E. BOARD CONSIDERATION

1. Kingspoint Sewer Update and Recommendations

Mr. Larry M. Foster, General Manager, James City Service Authority, stated that at its December 17, 1990, the Board of Directors directed staff to proceed with the installation of a grinder pump system to serve the Kingspoint subdivision. He further stated that existing policy provided deferred payment program for connection costs requiring 25 percent down payment and balance of fees and connection costs in 48 monthly payments with an 8 percent financing fee assessed.

Mr. Foster noted the proposed amendments included waiver of local facilities charges (\$1,050) when replacing an existing septic system (12-month limitation after sewer is available); allowing the Authority to sell and install grinder pumps at cost when replacing a septic system; amending regulations to allow the Authority to provide maintenance to grinder pumps for an annual fee of \$112; and, allowing a one-time remedial repair to a drainfield.

Mr. Foster requested Board approval of setting a public hearing on Tuesday, February 19, 1990, for proposed changes to the Utility Regulations which would encourage citizens to connect to the sewer system.

The Board discussed that recommendations included the entire County; the economic impact of waiving the local facilities charge; definition of one-time remedial repair; and, Service Authority installation of grinder pumps at cost with an annual maintenance fee of \$112 would encourage citizens to connect to the sewer system.

Ms. Knudson mentioned that a Service Authority meeting dated January 10, 1991, invited public suggestions at this meeting.

Mr. DePue stated that without Board objection, the public would be allowed to speak.

1. Mr. Carter Childs, 103 Pinepoint, asked that utility regulations be sent to Kingspoint residents.

2. Mr. James Shepherd, 118 Pinepoint, suggested staff review the restriction of one-time remedial repair.

3. Mr. Arthur Hancock, 102 Crownpoint, asked for an explanation of schedule for purchase of grinder pumps and installation and would the County receive a capital return from purchase and connection fees.

Mr. Foster responded that local facilities fees would be charged to offset expenses of construction of system.

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4. Mr. Joe Patterson, 109 Northpoint, stated that he was unaware of the one-time remedial repair until this meeting.

Mr. Foster stated that he would follow-up with Mr. Patterson.

Ms. Knudson made a motion approve the Resolution of Intent. She further stated that she supported the resolution which she felt would alleviate prior misinformation.

After a short discussion regarding rewording of the resolution, Ms. Knudson withdrew her motion to approve.

Mr. Norment asked staff to prepare a generic resolution for Board review in advance of the February 19, 1991, meeting of the Board of Directors.

Mr. Edwards made a motion to approve advertisement of the public hearing on regulations governing utility services for the February 19, 1991, meeting.

The motion was approved by a unanimous voice vote.

F. BOARD REQUESTS AND DIRECTIVES

Mr. Morton advised the Board that mailings of information to specific groups should be approached with caution and that information could be provided to appropriate Kingspoint residents.

Mr. DePue emphasized that public action records were available to interested parties.

Ms. Knudson made a motion to adjourn.

The motion was approved by a unanimous voice vote.

The Board of Directors adjourned at 2:55 p.m.



David B. Norman  
Secretary

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