



## MEMORANDUM

**Date:** May 26, 2015

**To:** Records Management

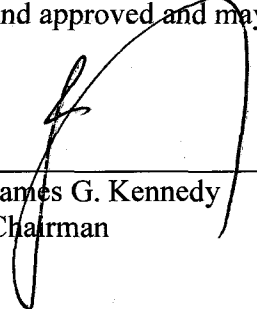
**From:** The Board of Directors

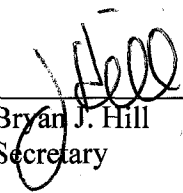
**Subject:** Board of Directors Minutes: April 14, 2003 through May 24, 2005

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The following minutes for the Board of Directors of James City County dated April 14, 2003 through May 24, 2005 are acknowledged to be missing signatures.

It is also acknowledged that the April 14, 2003 through May 24, 2005 minutes, were voted on and approved and may be mentioned in later dated minutes of the Board of Directors.

  
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James G. Kennedy  
Chairman

  
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Bryan J. Hill  
Secretary

MEMOnosig-April14-2003May24-2005

**AT A WORK SESSION OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 27TH DAY OF APRIL 2004, AT 4:00 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  
John J. McGlennon, Vice Chairman  
M. Anderson Bradshaw  
Bruce C. Goodson  
Michael J. Brown

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

**B. BOARD CONSIDERATION**

**1. Update on James City Service Authority Projects**

Mr. Larry M. Foster, General Manager of the James City Service Authority (JCSA), provided an overview of the priorities of the JCSA and commented on the commitments of staff to the customers of the JCSA.

Mr. Foster introduced Ms. Dion Walsh, JCSA Geographic Information Systems (GIS), for an overview of the services provided by JCSA with Geographic Information Systems.

Ms. Walsh stated that the GIS is a system staff uses to keep track of the infrastructures, records, plans, and documents of the JCSA; stated that the priority is to locate easy-to-find items just constructed before it gets covered by landscaping, then locate existing items that have been landscaped or otherwise covered; stated the benefits of GIS in the workflow of staff; and stated that staff is in the process of linking the water valves, sewer valves, and fire hydrants in the work order system.

Mr. Goodson inquired if the updates in the office are automatically distributed to the field staff.

Ms. Walsh stated that updates are not automatic yet; however, updates are done on a monthly basis.

Mr. Wanner inquired if the system will be able to show the wells that have been mitigated as well as the ones that have been abandoned and capped.

Mr. Foster stated that the wells that have been mitigated have been updated on the system; the abandoned wells are next on the list of items to add to the system.

Mr. Jim Hopkins, JCSA Supervisory Control & Data Acquisition (SCADA), provided an overview of the SCADA and how it can alert staff and technicians of failures and functions at lift stations and well facilities throughout the County, and that this enables technicians and staff to manage the stations and facilities.

Mr. Wanner inquired about JCSA's interface with the interconnections from other jurisdictions.

Mr. Foster provided a brief overview of the interconnections and the system's interface at those points.

The Board and staff discussed surface water treatments versus groundwater treatments and the complications of mixing the two in one water system.

Mr. Hopkins provided an overview of the Hansen system used to track maintenance and work orders, and print maps of pipe systems to be worked on; and demonstrated how it was utilized in anticipation of Hurricane Isabel.

Mr. Goodson inquired if the systems have benefited the JCSA and if a savings has been realized.

Mr. Foster stated the savings occurs when staff can do preventative maintenance on the facilities, protect the facilities, and monitor the facilities through the system rather than having staff visit the office prior to visiting each facility.

Mr. Foster provided an overview of the status of the water distribution improvements, pressure-reducing station, concentrate main work, water storage facilities, water production facilities, independent wells, the Monticello Avenue extended corridor work, and the replacement and upgrades of lift stations.

Mr. Foster provided an overview of the elevated storage tank options for the tanks at Season's Trace and Stonehouse Industrial Park.

Mr. Harrison commended the JCSA on utilizing technology.

Mr. Brown inquired about the status of the Riverview Plantation Water System.

Mr. Foster stated that the JCSA is waiting for the approval of the State Corporation Commission (SCC) for the transfer.

Mr. McGlennon inquired about the removal of three water tanks and replacing them with one tank in Season's Trace to improve the pressure and flow of water in the area. He also stated that the Stonehouse tank was a separate project that would be addressed concurrently with the Season's Trace tank.

Mr. Bradshaw inquired about the possibility of communications towers on the proposed tank in Season's Trace.

Mr. Foster stated that the JCSA is going to design and plan the tanks to accommodate communications tower sites on the tanks.

The Board discussed the options for the water tanks, endorsed the removal of the three existing water tanks, and replacement with two water tanks.

Mr. Brown inquired about the fiscal implications of taking down three communications towers on the water tanks.

Mr. Foster stated that they are hoping to locate the communications towers on the new tanks.

Mr. Goodson inquired if the communications tower could be placed on the Toano tower.

Mr. Foster stated that cellular companies never pursued locating an antenna on the Toano tank but hopes that there will be interest in the Stonehouse Industrial Park.

**C. RECESS**

Mr. Harrison recessed the Board at 6:07 p.m. until 7 p.m.

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Sanford B. Wanner  
Secretary to the Board

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