

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 26TH DAY OF FEBRUARY 2013, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. CALL TO ORDER

B. ROLL CALL

James G. Kennedy, Chairman
James O. Icenhour, Jr., Vice Chairman
Mary K. Jones
John J. McGlennon
M. Anderson Bradshaw

Robert C. Middaugh, Secretary to the Board
Leo P. Rogers, County Attorney
Larry M. Foster, General Manager

Mr. Foster stated that due to Mr. Kennedy participating telephonically, Mr. Icenhour will be running the meeting.

C. CONSENT CALENDAR

Ms. Jones made a motion to approve the Consent Calendar.

The motion passed by a unanimous voice vote.

1. Minutes –
 - a. January 24, 2013, Regular Meeting

D. PUBLIC HEARING – None

E. BOARD CONSIDERATIONS – None

F. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon stated that he had requested information from staff concerning the collection of delinquent accounts in the cases of a tenant vacating and leaving the landlord with the bill. He stated that he appreciated the information received from both Mr. Foster and County Administration. Mr. McGlennon asked Mr. Foster if staff planned to make any revisions to policy.

Mr. Foster stated that there really are only two options. He stated that the James City Service Authority (JCSA) is in discussion with the Hampton Roads Sanitation District (HRSD) to list delinquent tenants as part of its processes with the Better Business Bureau, so that those delinquencies would show up on a credit report if a landlord checked. He stated that the option would be to change the practice of collecting from the owner. He stated that the JCSA follows direction and guidance from the Board and the guidance that has been in place since the formation of the JCSA has been to hold the landlord responsible for any delinquent tenant accounts. He stated that the JCSA exhausts every possible avenue to collect from the tenant first. He stated that the JCSA follows State guidelines in regard to notification of the responsibilities of the landlord every time a new tenant begins an account.

Mr. Icenhour asked if the JCSA is the one that takes the deposit at the creation of the tenant account.

Mr. Foster stated yes and that the deposit goes toward the final bill.

Mr. Middaugh stated that the process that the County goes through is functionally sound; however, there could be some minor adjustments made to better improve the process.

Mr. Bradshaw asked if the landlord has the ability to inquire about the status of the tenant's account.

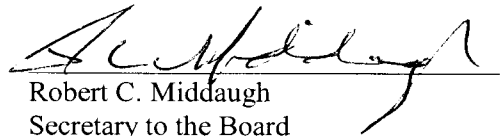
Mr. Foster stated yes. He stated that the landlord may call and find out if the account is delinquent prior to returning any deposit that was held by the landlord.

G. ADJOURNMENT – to 7 p.m. on March 26, 2013.

Mr. McGlennon made a motion to adjourn.

The motion passed by a unanimous voice vote.

At 8:54 p.m., Mr. Icenhour adjourned the meeting.


Robert C. Middaugh
Secretary to the Board