

**MINUTES**  
**JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS**  
**ORGANIZATIONAL MEETING**  
County Government Center Board Room  
101 Mounts Bay Road, Williamsburg, VA 23185  
January 2, 2019  
4:00 PM

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**A. CALL TO ORDER**

**ADOPTED**

**B. ROLL CALL**

**FEB 26 2019**

John J. McGlennon, Roberts District  
Ruth M. Larson, Vice Chairman, Berkeley District  
Michael J. Hipple, Powhatan District  
James O. Icenhour, Jr., Jamestown District  
P. Sue Sadler, Chairman, Stonehouse District

Board of Directors  
James City County, VA

Scott A. Stevens, Secretary to the Board  
Adam R. Kinsman, County Attorney  
M. Doug Powell, General Manager, James City Service Authority (JCSA)

**C. ORGANIZATIONAL MEETING**

1. Organizational Meeting

Ms. Sadler opened the meeting seeking nominations for Chairman of the Board of Directors for the JCSA.

A motion to nominate Sue Sadler as Chairman was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Larson, Hipple, Icenhour, Jr., Sadler

Ms. Sadler asked for nominations for Vice Chairman of the Board.

A motion to nominate Ruth Larson as Vice Chairman was made by James Icenhour, Jr., the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Larson, Hipple, Icenhour, Jr., Sadler

Ms. Sadler asked about changes to the Board calendar and Agenda Packet.

Mr. Powell noted the Board's meetings were scheduled for the fourth Tuesday of each month at 4 p.m. He further noted August and December were concurrent meetings with the Board of Supervisors as no work sessions were planned in those particular months.

Discussion ensued.

Mr. Powell asked Mr. Kinsman if the 2018 Board of Directors' calendar should be amended regarding the December 31, 2018 holiday also.

Mr. Kinsman confirmed that.

A motion to Amend the 2018 Calendar noting December 31 as a Holiday was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Larson, Hipple, Icenhour, Jr., Sadler

A motion to Adopt the 2019 Calendar was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Larson, Hipple, Icenhour, Jr., Sadler

**D. CONSENT CALENDAR**

None.

**E. PUBLIC HEARING(S)**

None.

**F. BOARD CONSIDERATION(S)**

None.

**G. BOARD REQUESTS AND DIRECTIVES**

None.

**H. ADJOURNMENT**


1. Adjourn until 4 p.m. on January 22, 2019, for the Regular Meeting

A motion to Adjourn was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

At approximately 5:15 p.m., Ms. Sadler adjourned the Board of Directors.

  
Deputy Secretary