

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
January 22, 2019
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

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

Scott A. Stevens, Secretary to the Board
Adam R. Kinsman, County Attorney
M. Douglas Powell, General Manager

ADOPTED

FEB 26 2019

Board of Directors
James City County, VA

C. PUBLIC COMMENT

None

D. CONSENT CALENDAR

1. Minutes Adoption - December 11, 2018, Regular Meeting

A motion to Approve 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

E. PUBLIC HEARING(S)

1. Easement Abandonment - Area East of 7000 Westbrook Drive, Part of 6799 Richmond Road
- Colonial Heritage

A motion to Approve was made by James Icenhour Jr, the motion result was Passed.

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

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

Mr. Powell stated AES Consulting Engineers requested the James City Service Authority (JCSA) abandon a portion of its easement adjacent to the JCSA lift station at Colonial Heritage. He noted this request was due to the creation of a new subdivision road; therefore, a portion of the easement was no longer necessary. He further stated the JCSA would retain an easement in the new road for infrastructure and that staff recommended approval of the resolution included in the Agenda Packet.

Mr. Icenhour inquired if the location was off Richmond Road.

Mr. Powell replied yes, it was located well off Richmond Road.

Mr. Hipple referenced the map included in the Agenda Packet. He inquired if a particular line seen on the map was simply bringing it into the road.

Mr. Powell replied yes.

Ms. Sadler opened the Public Hearing.

As there were no registered speakers, Ms. Sadler closed the Public Hearing.

F. BOARD CONSIDERATION(S)

1. Contract Award - Replacement of Five Forks Water Treatment Plant Variable Frequency Drives - Electric Motor & Contracting Co., Inc. - \$261,186

A motion to Approve was made by Michael Hipple, the motion result was Passed.

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

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

Mr. Powell gave an overview of the memorandum and resolution included in the Agenda Packet.

2. Setting a Public Hearing - Fiscal Year 2020 Utility Rates

A motion to Approve was made by Ruth Larson, the motion result was Passed.

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

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

Mr. Powell gave an overview of the memorandum and resolution included in the Agenda Packet.

Mr. Icenhour inquired about the April 9 public hearing date.

General discussion ensued regarding JCSA 2019 meeting dates.

G. BOARD REQUESTS AND DIRECTIVES

Ms. Sadler inquired about the recent cold weather in the County and issues regarding infrastructure. She expressed concern for any staff that might be weathering the frigid weather conditions.

Mr. Powell replied there had not been any recent weather-related issues and noted concerns were typically discovered when things thawed out.

H. GENERAL MANAGER'S UPDATE

Mr. Powell stated he recently participated in a "How to Prevent Frozen Pipes" podcast. He further stated that in a few weeks the JCSA would hold a Meter Register Replacement Project kickoff meeting. He noted more information would be forthcoming as the project got underway. He commented the project should start in April 2019, with an anticipated implementation process of six or seven months.

I. ADJOURNMENT

1. Adjourn until 4 p.m. on February 26, 2019, for the Regular Meeting

A motion to Adjourn was made by Michael Hipple, the motion result was Passed.

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

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

At approximately 4:07 p.m., Ms. Sadler adjourned the Board of Directors.


Deputy Secretary