

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 26, 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

APR 23 2019

Board of Directors
James City County, VA

C. PUBLIC COMMENT

None

D. CONSENT CALENDAR

1. Minutes Adoption

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

E. PUBLIC HEARING(S)

None

F. BOARD CONSIDERATION(S)

1. Contract Award - White Oaks Area Water Main Replacement Design Services

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 gave an overview of the memorandum and resolution included in the Agenda Packet. He stated this project had been in the Capital Improvements Program for several years and funds had been allocated. He further stated the James City Service Authority (JCSA) was in a position to begin the design and engineering services for this project. He stated after a competitive request for proposals process, staff recommended Rummel, Klepper & Kahl, LLP as the most qualified firm to provide the design and engineering services. He noted staff would send a letter to residents in the White Oaks area, as well as hold a community meeting around the time construction began.

Mr. Icenhour inquired regarding time estimates for the community meeting, design process, commencing construction, and timeframe for completion.

Mr. Powell replied that Mr. Michael Vergakis, Chief Civil Engineer with JCSA, was in the audience and construction was scheduled to begin in 2020. He conferred with Mr. Vergakis regarding the design process and stated it would take approximately six to eight months for completion.

Mr. Icenhour inquired if the construction would be done incrementally in sections throughout the neighborhood.

General discussion ensued regarding this topic.

Mr. McGlennon inquired if this was originally a private project or part of the JCSA.

General discussion ensued regarding the history of this project.

Mr. McGlennon inquired about the cost of the project.

Mr. Powell replied approximately \$3 million.

2. Amend adopted Board Calendar to move the May 28, 2019 Regular Meeting to May 21, 2019 at 4 p.m.

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 stated he was proposing the Board amend its calendar regarding the work session, similar to the Board of Supervisors amended calendar for May 2019.

3. Closed Session Item: Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected; in particular, contract negotiation with Newport News Waterworks, pursuant to Section 2.2-3711(A)(6) of the Code of Virginia

A motion to Enter a Closed Session 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

A motion to Certify the Board only spoke about those items indicated that it would speak about in Closed Session 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 4:05 p.m., the Board entered Closed Session.

At approximately 4:21 p.m., the Board re-entered Open Session.

G. BOARD REQUESTS AND DIRECTIVES

None

H. GENERAL MANAGER'S UPDATE

1. March 2019 Report

Mr. Powell emphasized the meter register replacement would begin in mid-April and due to it only being register replacement, residents would not have their service interrupted during the process. He stated there would be contractors working in the County with badges and marked vehicles. He anticipated project completion within a 6-month time span and commented that closer to mid-April there would be social media communication and a press release to make certain citizens were aware of area happenings.

I. ADJOURNMENT

1. Adjourn until 5 p.m., on April 9, 2019, for the Budget Public Hearing

A motion to Adjourn 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

At approximately 4:23 p.m., Ms. Sadler adjourned the Board of Directors.


Deputy Secretary