

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

**NOV 26 2019**

Board of Directors  
James City County, VA

**C. PRESENTATIONS**

None.

**D. PUBLIC COMMENT**

None.

**E. CONSENT CALENDAR**

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

1. Minutes Adoption - September 24, 2019 Regular Meeting
2. Contract Award - Lift Station 6-6 Erosion Control - \$123,450

**F. PUBLIC HEARING(S)**

1. Easement Abandonment - Area of 4091 Ironbound Road

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 addressed the Board noting this easement abandonment was "fairly small" and in the Courthouse Green area with no real effect on the James City Service Authority (JCSA). He noted a new JCSA water service line would go there. He further noted staff's recommendation for approval.

Ms. Sadler opened the Public Hearing.

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

Mr. Icenhour asked what initiated this request, whether it had originated with the owner or JCSA.

Mr. Powell responded the property owner, but added usually this type of request was during new construction. He noted he was not sure what utility conflict had arisen to prompt the request.

Mr. Icenhour asked if the owner had initiated the request based on a need to do something now that had not been available previously.

Mr. Powell confirmed yes.

#### **G. BOARD CONSIDERATION(S)**

Mr. McGlennon noted his appreciation to the JCSA workers who were in his neighborhood recently repairing a broken water main. He further noted the miserable weather conditions that day.

Ms. Sadler noted she received continual comments on the great work that JCSA does in the community. She asked Mr. Powell to convey appreciation to all the JCSA employees.

Mr. Powell noted his appreciation for the comments and further noted he would convey them to JCSA employees.

Ms. Larson asked Mr. Powell about the water main break in Governor's Land last week and the repairs.

Mr. Powell noted it was a leaking valve at the entrance of Governor's Land. He further noted there was no redundancy in the development so if a break occurred at the entrance near Route 5, then an outage occurred for the entire neighborhood and club. Mr. Powell noted it had a significant impact. He further noted in this incident, while it was a leak and not a break, it still had to be repaired. Mr. Powell added the repair was done without turning off the water so there was no disruption of service in the community.

Ms. Larson thanked Mr. Powell for the work there and the Everbridge alerts. She noted Mr. Powell's contact with the homeowners association and the country club for the food service impact during the repair.

#### **H. BOARD REQUESTS AND DIRECTIVES**

None.

#### **I. GENERAL MANAGER'S UPDATE**

Mr. Powell noted the January 31, 2020, retirement of Mr. Mike Vergakis, Chief Water Engineer for JCSA. He further noted upcoming opportunities to thank Mr. Vergakis for his many years of excellent service. Mr. Powell added that Mr. Vergakis had expressed interest in a part-time position. Mr. Powell noted his intention to include a part-time position in the Fiscal Year 2021 budget with an effective start date of July 1, 2020, unless there was a change of plans.

**J. ADJOURNMENT**

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

A motion to Adjourn 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

At approximately 4:06 p.m., Ms. Sadler adjourned the Board of Directors.

  
Deputy Secretary