

**MINUTES**  
**JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS**  
**REGULAR MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**December 10, 2019**  
**5:00 PM**

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**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**

**JAN 28 2020**

Board of Directors  
James City County, VA

**C. PRESENTATIONS**

1. James City Service Authority Audit Report

Ms. Leslie Roberts, Partner at Brown, Edwards & Company, LLP, gave an overview of the results of the Fiscal Year 2019 audited financial statements included in the Agenda Packet. Ms. Roberts commented the audit went well and thanked staff for its cooperation. She stated the overall audit report was basically the bottom line and noted this was another clean audit report. She further stated there were no issues with financial reporting, deficiencies, weaknesses, or any compliance issues with governmental accounting standards. She referenced the report that dealt with federal monies and noted it was a clean report as well. She asked the Board if there were any questions regarding the audit.

Ms. Larson expressed her appreciation to Ms. Roberts as well as the leadership and staff of Financial and Management Services.

**D. PUBLIC COMMENT**

None

**E. CONSENT CALENDAR**

1. Changes to the Regulations Governing Utility Service - Meter for Private Water Supply

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

**F. PUBLIC HEARING(S)**

None

**G. BOARD CONSIDERATION(S)**

None

**H. BOARD REQUESTS AND DIRECTIVES**

None

**I. GENERAL MANAGER'S UPDATE**

1. Report

Mr. Powell stated he did not have anything further to add to his report.

**J. ADJOURNMENT**

1. Adjourn until 4 p.m. on January 2, 2020, for the Organizational Meeting

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 5:25 p.m., Ms. Sadler adjourned the Board of Directors.

  
Deputy Secretary