

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
January 10, 2023
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

James O. Icenhour, Jr., Vice Chairman, Jamestown District
John J. McGlennon, Roberts District
Ruth M. Larson, Berkeley District
Michael J. Hipple, Powhatan 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 14 2023

**Board of Directors
James City County, VA**

C. PRESENTATIONS

None.

D. PUBLIC COMMENT

None.

E. CONSENT CALENDAR

1. Minutes Adoption

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

The minutes Approved for Adoption included the following minutes:

-December 13, 2022, Regular Meeting

F. PUBLIC HEARING(S)

None.

G. BOARD CONSIDERATION(S)

- I. Contract Award - \$2,334,700 - Central System Water Treatment Improvements for Corrosion Control

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

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

H. BOARD REQUESTS AND DIRECTIVES

Mr. Icenhour inquired on the status of the White Oaks project, adding a constituent contacted him regarding road concerns. Mr. Icenhour remarked he understood upon completion of the project the roads would need to be repaved.

Mr. Powell confirmed that was correct, adding he also received several inquiries regarding paving of the neighborhood. Mr. Powell indicated the White Oaks project was almost complete; however, there were a few ancillary items to be completed. Mr. Powell stated there were some paving requirements in Phases 3 and 4 of the project, which could only be conducted within certain temperature parameters. Mr. Powell noted the contractor was committed to the completion of the project based on weather permitting conditions. Mr. Powell further noted he anticipated the remaining paving work to be conducted next week.

Mr. McGlennon commended James City Service Authority (JCSA) staff for their hard work, especially around the holidays with the challenging weather conditions.

Mr. Powell thanked Mr. McGlennon.

Ms. Larson stated she had received an inquiry about the paving concerns as well which Mr. Powell helped address. Ms. Larson extended her thanks to JCSA staff for all efforts this past year.

Mr. Powell thanked Ms. Larson.

I. GENERAL MANAGER'S UPDATE

- I. January Dashboard Report

Mr. Powell noted this dashboard represented the halfway mark of the current fiscal year. He stated all items were on trend with the exception of tap fees. Mr. Powell mentioned this was a trend exhibited the past few years, adding he did not believe JCSA would meet the estimate for this year. Mr. Powell noted staff was currently working on developing the budget for next year and he anticipated a significant reduction in the tap fee estimate. Mr. Powell advised as completion of the White Oaks Project approached, the Kingswood project would begin. He anticipated construction to begin by the week of January 23, 2023.

Ms. Sadler thanked Ms. Larson for her service as Chairman last year.

J. ADJOURNMENT

1. Adjourn until 5 pm on February 14, 2023 for the Regular 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 4:24 p.m., Ms. Larson adjourned the Board of Directors.



Mrs. J. Sadler

Deputy Secretary