

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
August 8, 2017
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Roberts District
P. Sue Sadler, Vice Chairman, Stonehouse District
Michael J. Hipple, Powhatan District
Kevin D. Onizuk, Jamestown District
Ruth M. Larson, Chairman, Berkeley District

Bryan J. Hill, Secretary to the Board
Adam R. Kinsman, County Attorney
M. Douglas Powell, General Manager

C. CONSENT CALENDAR

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

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

Ayes: Hipple, McGlennon, Sadler, Onizuk, Larson

1. Minutes Adoption - July 11, 2017 Regular Meeting
2. Formal Acceptance of Water and Sewer Systems - FY 17

D. PUBLIC HEARING(S)

None

E. BOARD CONSIDERATION(S)

None

F. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon inquired about water consumption in the County during the recent hot and dry weather.

Mr. Powell stated that he had three PowerPoint slides to present in the General Manager's Report relating to this concern.

G. GENERAL MANAGER'S UPDATE

Mr. Powell gave an overview of the PowerPoint slides updating the water demand for the year thus far. The first slide showed an Average Daily Demand chart on a yearly basis for the last 10 years. He stated that there has been around 5.4 million gallons a day consistently for the last five- to six years. The slide also showed a 6 million gallon a day mark representing the Tier 1 Limit. He commented that there is still room before hitting that limit as it pertains to the Average Annual Day on a yearly basis. He remarked that the second slide showed a monthly demand chart for the County's 2017 Monthly Average Daily Use and further remarked that July reflected a high demand usage, due to weather conditions and temperatures.

Mr. McGlennon inquired what would happen if the limit was reached.

Mr. Powell indicated the option of going to Tier Levels 2 or 3 based on demand. He stated that he believes something that is temporary for one month would not have any action or fine. He continued his overview of the PowerPoint slides detailing the 2017 Monthly Average Day Demand Chart showing a high peak hour demand whereas one day had a peak hour of 18.6-million gallons.

Mr. McGlennon asked if the three PowerPoint slides could be sent to the Board via email.

Mr. Powell replied yes.

Mr. McGlennon inquired if rebates are still available to County citizens.

Mr. Powell stated yes. He further stated that a household has to be a James City Service Authority (JCSA) residential customer for the rebate to apply.

Mr. Hipple pointed out that a personal well was not applicable.

Mr. Powell stated that was correct.

Ms. Larson inquired if educational videos have been considered prior to summer regarding the issue of water demand.

Mr. Powell commented that there is not a video recently produced specifically for JCSA; however, some videos the planning district has produced on the value of water have been used.

Ms. Larson reemphasized the usefulness of videos getting through to the public about the population raising and the demand on water.

Mr. Hipple asked if it is known how much water goes into homes and the amount going on lawns with sprinkler systems. He emphasized that he has previously stated it should cost more if someone waters their grass with drinking water.

Mr. Powell stated that the best way to measure this is through the Submeter Program; however, not everyone participates. He further stated that the JCSA Submeter Program accounts for about 20% of overall use and is higher in the summer season and estimates approximately 20% on a yearly basis is from irrigation.

Mr. McGlennon commented that if a resident does not have a Submeter and is watering the lawn they are paying for sewage on that water which is not going through the sewer system.

Mr. Onizuk inquired about water restrictions.

Mr. Powell stated that he does not feel the JCSA is at a critical juncture or at risk for not meeting demand. He further stated that Permit reductions may be in the future and an alternative should be developed.

Ms. Sadler asked how residential homeowner associations (HOAs) play into this equation.

Mr. Powell answered that he cannot speak for HOAs as he does not have any interaction with them.

Ms. Sadler expressed her thought that it might be something to encourage in the future.

Ms. Larson thanked Mr. Powell and noted that he was very informative.

H. ADJOURNMENT

1. Adjourn until 5 p.m. on September 12, 2017 for the Regular Meeting

A motion to Adjourn was made by Ruth Larson and the motion result was Passed.

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

Ayes: Hipple, McGlennon, Sadler, Onizuk, Larson

At 8:32 p.m. Ms. Larson adjourned the Board.

ITEM SUMMARY

DATE: 8/8/2017

TO: The Board of Directors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Minutes Adoption - July 11, 2017 Regular Meeting

ATTACHMENTS:

	Description	Type
▢	071117 BOD Minutes	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Economic Development Authority	Fellows, Teresa	Approved	7/31/2017 - 3:56 PM

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
July 11, 2017
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Roberts District
P. Sue Sadler, Vice Chairman, Stonehouse District
Michael J. Hipple, Powhatan District
Kevin D. Onizuk, Jamestown District
Ruth M. Larson, Chairman, Berkeley District

Adam R. Kinsman, County Attorney
Bryan J. Hill, County Administrator
M. Douglas Powell, General Manager of the JCSA

C. CONSENT CALENDAR

A motion to Approve was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

1. Minutes Adoption - June 13, 2017, Regular Meeting
2. Contract Award - Water Storage Tank Maintenance and Repair

D. PUBLIC HEARING(S)

E. BOARD CONSIDERATION(S)

1. Closed Session: Consideration of the disposition of publicly held property pursuant to Section 2.2-3711 (A)(3) of the Code of Virginia

A motion to Enter a Closed Session was made by John McGlennon and the motion result was Passed.

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

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

At 10:36 p.m., the Board entered into Closed Session.

2. Certification of Closed Session

A motion to Certify the Closed Session was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

At 10:44 p.m., the Board re-entered Open Session.

F. BOARD REQUESTS AND DIRECTIVES

None at this time.

G. GENERAL MANAGER'S UPDATE

Mr. Powell advised the Board that the Eastern Virginia Groundwater Management Advisory Committee, of which Mr. Hill is a member, held their final meeting on Friday, July 7. Their final report will be issued to the Director of Environmental Quality by August 1. The report contains nothing that is detrimental to James City County. In fact, Mr. Powell stated that he and Mr. Hill believe there are some parts that will be helpful to the County. There will be more information after the report is issued.

H. ADJOURNMENT

1. Adjourn until 5 p.m. on August 8, 2017, for the Regular Meeting

A motion to Adjourn was made by Ruth Larson and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

At 10:45 p.m., Ms. Larson adjourned the Board.

Bryan J. Hill, County Administrator

ITEM SUMMARY

DATE: 8/8/2017

TO: The Board of Directors

FROM: M. Douglas Powell, General Manager

SUBJECT: Formal Acceptance of Water and Sewer Systems - FY 17

ATTACHMENTS:

	Description	Type
▢	Memo	Cover Memo
▢	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Powell, Doug	Approved	7/21/2017 - 9:51 AM
Publication Management	Colonna, Tina	Approved	7/21/2017 - 10:14 AM
Legal Review	Kinsman, Adam	Approved	7/21/2017 - 4:36 PM
Board Secretary	Fellows, Teresa	Approved	7/27/2017 - 9:18 AM
Board Secretary	Purse, Jason	Approved	7/28/2017 - 2:03 PM
Board Secretary	Fellows, Teresa	Approved	7/31/2017 - 9:17 AM

MEMORANDUM

DATE: August 8, 2017

TO: The Board of Directors

FROM: M. Douglas Powell, General Manager, James City Service Authority

SUBJECT: Formal Acceptance of Water and Sewer Systems - FY 17

Attached is a resolution formally accepting water and sewer systems constructed and contributed to the James City Service Authority (JCSA) by developers during FY 17. The resolution lists the value of the infrastructure at the time of completion. The total value of \$1,512,220 will be included in the net capital asset calculations for JCSA's FY 17 Comprehensive Annual Financial Report pending the Board's acceptance of the systems. JCSA had net capital assets totaling \$161,615,472 in the FY 16 Annual Report.

Staff recommends adoption of the attached resolution accepting the dedication of the infrastructure.

MDP/nb
WtrSwrSysAccept-mem

Attachment

RESOLUTION

FORMAL ACCEPTANCE OF WATER AND SEWER SYSTEMS – FY 17

WHEREAS, certain water and sewer infrastructure has been constructed by developers and dedicated to the James City Service Authority (JCSA); and

WHEREAS, this water and sewer infrastructure has been constructed in accordance with technical requirements of JCSA.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby formally accepts the dedication of the water and sewer systems listed below, as of June 30, 2017:

<u>Water Dedications</u>	
<u>Development</u>	<u>Value</u>
New Town-Section 7, Phase 10	\$ 232,950
Westport-Section 1	641,850
Windsor Ridge-Section 3	8,000
Windsor Ridge-Section 4	116,400
5476 Mooretown Road	<u>1,000</u>
Total:	<u>\$1,000,200</u>

<u>Sewer Dedications</u>	
<u>Development</u>	<u>Value</u>
New Town-Section 7, Phase 10	\$261,860
Windsor Ridge-Section 3	49,735
Windsor Ridge-Section 4	196,675
5476 Mooretown Road	<u>3,750</u>
Total:	<u>\$512,020</u>
Water and Sewer Total:	<u>\$1,512,220</u>

Ruth M. Larson
Chairman, Board of Directors

ATTEST:

Bryan J. Hill
Secretary to the Board

	<u>VOTES</u>		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____
ONIZUK	_____	_____	_____
LARSON	_____	_____	_____

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 8th day of August, 2017.

WtrSwrSysAccept-res

ITEM SUMMARY

DATE: 8/8/2017

TO: The Board of Directors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Adjourn until 5 p.m. on September 12, 2017 for the Regular Meeting

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	8/1/2017 - 12:36 PM