VIRGINIA:

At a regular meeting of the King George County Service Authority Board of Directors, held on Tuesday, the 15th day of December 2009, at 6:00 p.m. in the Board Room of the Revercomb Building at 10459 Courthouse Drive, King George, Virginia:

PRESENT: Joseph W. Grzeika., Chairman
James B. Howard, Vice-Chairman
Cedell Brooks, Jr., Member
James F. Mullen, Member
Dale W. Sisson, Jr., Member
A. Travis Quesenberry, County Administrator
Matthew J. Britton, County Attorney

The Chairman, Mr. Grzeika, called the meeting to order.

Mr. Sisson provided the Invocation.

Mr. Howard led the Pledge of Allegiance.

Public Comment:

The Chairman opened the floor for public comment. There being none, the Chairman closed that portion of the meeting.

Reports of Members of the Board:

There were no reports from the Board members.

SA-12-04 – Consent Agenda:

On a motion by Mr. Sisson, seconded by Mr. Howard, and carried unanimously, each member voting as follows: Mr. Grzeika Aye; Mr. Howard Aye; Mr. Brooks Aye; Mr. Mullen Aye; and Mr. Sisson Aye, the King George County Service Authority Board of Directors approved the Consent Agenda, as presented, which included the following:

Authorized the issuance of warrants against the FY09-10 KGCSA Operating Fund in the total amount of $51,218.23

Authorized the issuance of warrants against the FY09-10 KGCSA Capital Reserve Projects Fund in the total amount of $72,707.60

SA-12-05 – Report from County Attorney

The County Attorney had no report.

SA-12-06 – Presentations and Reports:

A. Report on Final Audit for FY2008/2009

Mr. Andrew Grossnickle of Robinson, Farmer, Cox presented the final audit for the Service Authority for FY2008-2009.

Action Items:

SA-12-07 – Approval of KGCSA Strategic Plan

Mr. Thomas presented, for approval, the FY2010/2011 KGCSA Mission Statement and Five-Year Strategic Plan. He noted that the plan would provide specific goals and objectives that provide measurements and milestones for the future direction of the Service Authority. Mr. Thomas explained that the documents were developed over a series of work sessions and the Plan incorporates Board and staff comments recommended during those discussions. The plan is intended to be a working document with periodic review and appropriate revisions. The plan's performance measurements would be presented to the Board on a quarterly basis, upon adoption of the FY2010/2011 KGCSA Operating Budget, effective July 1, 2010.

On a motion by Mr. Sisson, seconded by Mr. Howard, and carried unanimously, each member voting as follows: Mr. Grzeika Aye; Mr. Howard Aye; Mr. Brooks Aye; Mr. Mullen Aye; and Mr. Sisson Aye, the King George County Service Authority Board of Directors approved the FY2010/2011 KGCSA Mission Statement and Five-Year Strategic Plan, as presented.

SA-12-08 – Authorize Execution of Deed of Dedication of Right-of-Way for Gateway Subdivision Retail Property

Mr. Thomas explained that the deed of subdivision, dedication, easement, and vacation was prepared for the commercial subdivision of the Gateway property for the development of the University of Mary Washington facility and the adjacent retail development in the Dahlgren District. The deed provides for the subdivision of the existing property, dedication of right-of-way, sight distance easements, storm water drainage, and public utility easements, as well as providing for the vacation of existing easements to accommodate the development of the subdivided properties. The vacated utilities are to be relocated within the new easements, at the developer's expense.

Mr. Thomas stated that the documents have been reviewed and approved as to form by the County Attorney.

On a motion by Mr. Sisson, seconded by Mr. Howard, and carried unanimously, each member voting as follows: Mr. Grzeika Aye; Mr. Howard Aye; Mr. Brooks Aye; Mr. Mullen Aye; and Mr. Sisson Aye, the King George County Service Authority Board of Directors authorized the General Manager to execute the Deed of Subdivision, Dedication, Easement, and Vacation for the Gateway Retail Development in Dahlgren, as presented.

Discussion Items:

SA-12-09 – General Manager's Report

Mr. Thomas presented the Board with the following items of interest:

- **KGCSA FY10/11 Operating Budget:** The KGCSA has begun preparation of the preliminary operating expenditures for the FY 2010/11 budget and has incorporated the Board's initial budget directives. The KGCSA will make every effort to keep the expenditures to necessary

mission essential items. A revised draft CIP has also been submitted to the Department of Finance and the County Administrator for review.

- **KGCSA Operations Relocation:** The KGCSA administrative staff was originally estimated to relocate to the new Operations Center by January 2010. Delays in the installation of communications, data and telephone service have caused the anticipated relocation to be postponed until February 2010. KGCSA is carefully monitoring the renovation costs and have spent approximately $25,000 to date. The renovation budget was approved for $60,000.
- **Scheduled Water Leak Repairs:** KGCSA is currently scheduled to repair the following water leaks during the week of December 14, 2009:
  --Route 205 (Nindes) service line bore and replacement
  --Oakwood Drive water main repair near Beechwood intersection
  --4th Street water main repair near Fairview Drive intersection
- **Nutrient TMDL Public Hearing & Comment:** The General Manager will attend the scheduled Public Hearing & Comment Session for the Chesapeake Bay Nutrient TMDL & Watershed Implementation Plan development. The hearing is scheduled for December 17, 2009 at the Wingate Inn in Fredericksburg.
- **Food Lion TKN Discharge:** KGCSA is scheduled to meet with Valley Proteins on December 17, 2009 to discuss an increased grease pump schedule and best management practices for their Meat, Dairy and Cleaning wastes. This should help reduce the potential for influent TKN spikes at the Purkins Corner WWTP. The General Manager extended his thanks to Food Lion for its assistance in the TKN discharge process.

There being no further business to come before the Board, the Chairman adjourned the meeting on a motion by Mr. Sisson, seconded by Mr. Howard, and carried unanimously.