**VIRGINIA:**

At a regular meeting of the King George County Service Authority Board of Directors, held on Tuesday, the 21st day of March 2006, at 6:00 p.m. in the Board Room of the Revercomb Building, 10459 Courthouse Drive, King George, Virginia:

**PRESENT:** C. Stephen Wolfe II, Chairman
Dale W. Sisson, Jr., Vice-Chairman
Cedell Brooks, Jr., Member
James B. Howard, Member
R. Bryan David, County Administrator

**ABSENT:** Joseph W. Grzeika, Member
Matthew J. Britton, County Attorney

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

Mr. Howard provided the Invocation.

Mr. Brooks 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:**

**Mr. Wolfe**

Mr. Wolfe reported on an issue recently discussed with the County Administrator regarding some unusually high water usage bills from customers in the Chatham Village subdivision. He assured those residents that the situation was being researched by the County Administrator and Service Authority staff, and advised residents to contact the Service Authority to discuss their billing and provide any necessary documentation for adjustments that may need to be done.

**SA-03-03--Consent Agenda:**

On a motion by Mr. Howard, seconded by Mr. Sisson, and carried unanimously, each member voting as follows: Mr. Wolfe Aye; Mr. Sisson Aye; Mr. Brooks Aye; and Mr. Howard 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 FY05-06 KGCSA Operating Fund in the total amount of $899,026.13.

Authorized the issuance of warrants against the FY05-06 KGCSA Capital Reserve Projects Fund in the total amount of $5,642.50.

**Action Items:**

**SA-03-05—General Manager Employment Agreement – Authorization for Chairman to Sign**

Mr. David reported that the offer of employment to Mr. Christopher F. Thomas, P.E. to be the General Manager of the King George County Service Authority has been accepted. The County Administrator presented the Employment Agreement signed by Mr. Thomas, who will begin employment on April 3, 2006 and requested the Board authorize the Chairman to sign the Employment Agreement.

On a motion by Mr. Howard, seconded by Mr. Brooks, and carried unanimously, each member voting as follows: Mr. Wolfe Aye; Mr. Sisson Aye; Mr. Brooks Aye; and Mr. Howard Aye, the King George County Service Authority Board of Directors authorized the Chairman to sign the General Manager Employment Agreement for Mr. Christopher E. Thomas, P.E., as presented.

**SA-03-06—General Manager – Approval of Amended Job Description**

Mr. David presented for the Board's review and approval an amended job description for the position of General Manager. He further explained that the amended position description better reflects the general definition of work, essential functions, typical tasks, and the duties of the position based on the employment of Christopher F. Thomas, P.E. The amended job description was made part of the offer of employment to Mr. Thomas, subject to approval by the Board of Directors.

On a motion by Mr. Sisson, seconded by Mr. Howard, and carried unanimously, each member voting as follows: Mr. Wolfe Aye; Mr. Sisson Aye; Mr. Brooks Aye; and Mr. Howard Aye, the King George County Service Authority Board of Directors approved the amended job description for the position of General Manager, as presented.

**Manager's Report:**

Mr. David discussed a tentative timeline for presentation of the Service Authority budget. The proposed budget will be distributed to the Board at the April 18, 2006 meeting and Mr. David proposed a work session to be held on April 25, 2006, at 6:00 p.m. for discussion of the proposed budget.

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