VIRGINIA:

At a regular meeting of the King George County Service Authority Board of Directors, held on Tuesday, the 17th day of January 2012, at 6:00 p.m. in the Board Room of the Revercomb Building at 10459 Courthouse Drive, King George, Virginia:

PRESENT: Cedell Brooks, Jr., Chairman
Dale W. Sisson, Jr., Vice-Chairman
Ruby A. Brabo, Member
Joseph W. Grzeika, Member
John P. LoBuglio, Member
A. Travis Quesenberry, County Administrator
Matthew J. Britton, County Attorney

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

Mr. Sisson provided the Invocation.

Ms. Brabo 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-01-07 – Consent Agenda

On a motion by Mr. Sisson, seconded by Mr. LoBuglio, and carried unanimously, each member voting as follows: Mr. Brooks Aye; Mr. Sisson Aye; Ms. Brabo Aye; Mr. Grzeika Aye; and Mr. LoBuglio Aye, the King George County Service Authority Board of Directors approved the amended Consent Agenda which removed the September-November 2011 minutes, and included the following:

Authorized the issuance of warrants against the FY11-12 KGCSA Operating Fund in the total amount of $48,390.46

Authorized the issuance of warrants against the FY11-12 KGCSA Capital Reserve Projects Fund in the total amount of $159,175.30

On a motion by Mr. Sisson, seconded by Mr. Grzeika, and carried on a vote of 4-0, with Ms. Brabo abstaining, each member voting as follows: Mr. Brooks Aye; Mr. Sisson Aye; Mr. Grzeika Aye; and Mr. LoBuglio Aye, the King George County Service Authority Board of Directors approved the minutes of September through November 2011, as presented.

SA-01-08 – County Attorney's Report

The County Attorney had no report.

Action Items:

SA-01-09 – Authorize Change Order to East Coast Utilities for Citizens Center Public Sewer Connection Project and Authorize Transfer of WQIF Grant Funds and Appropriate for Expenditure

Mr. Thomas explained that the Service Authority recently agreed to a Department of Environmental Quality (DEQ) Special Order of Consent for the Purkins Corner and Oakland Park Wastewater Treatment Plants (WWTP), which included the Service Authority's commitment to complete a Supplemental Environmental Project (SEP), in lieu of a portion of the civil charges. He noted that the King George Citizens Center Public Sewer Connection Project would satisfy that SEP commitment.

Mr. Thomas asked the Board to authorize the General Manager to issue a Change Order in the amount of $30,900 to East Coast Utilities, LLC for the construction of the Citizens Center Project. He also asked for approval of a fund transfer of $3,325 from the WQIF Reimbursement Funds and the appropriation of those funds for construction of this project. The available fund balance in the WQIF Reimbursement Fund would be reduced to $818,745.

Mr. Thomas stated that due to the aggressive schedule of the Consent Order, the Service Authority has negotiated and will include this construction as Change Order 1 on the Purkins Corner and Oakland Park WWTP Upgrade Project.

On a motion by Mr. Sisson, seconded by Mr. LoBuglio, and carried unanimously, each member voting as follows: Mr. Brooks Aye; Mr. Sisson Aye; Ms. Brabo Aye; Mr. Grzeika Aye; and Mr. LoBuglio Aye, the King George County Service Authority Board of Directors authorized the General Manager to issue a Change Order in the amount of $30,900 to East Coast Utilities, LLC for the King George County Citizens Center Public Sewer Connection Project, as presented.

On a motion by Mr. Sisson, seconded by Mr. LoBuglio, and carried unanimously, each member voting as follows: Mr. Brooks Aye; Mr. Sisson Aye; Ms. Brabo Aye; Mr. Grzeika Aye; and Mr. LoBuglio Aye, the King George County Service Authority Board of Directors authorized a fund transfer of $3,325 from the WQIF Reimbursement Funds and appropriated those funds for construction of the King George County Citizens Center Public Sewer Connection Project, as presented.

SA-01-10 – Approval of Amendment to King George County Service Authority's (KGCSA) FY2011/2012 Operating Budget and Appropriation of Revenue and Expenditures to Cover Cost of 27th Pay Period

Ms. Harper stated that the Board, as it January 3, 2012 meeting approved the transfer of funds in the amount of $43,000 from the General Fund Balance to the Service Authority to cover costs associated with the additional pay period (27th) which was not included in the FY2011/2012 budget. She requested approval and appropriation of the additional revenues and expenditures to cover this cost.

On a motion by Mr. Sisson, seconded by Mr. Grzeika, and carried unanimously, each member voting as follows: Mr. Brooks Aye; Mr. Sisson Aye; Ms. Brabo Aye; Mr. Grzeika Aye; and Mr. LoBuglio Aye, the King George County Service Authority Board of Directors authorized an amendment to Service Authority's FY2011/2012 Operating Budget for the transfer of $43,000 from General Fund Balance and appropriated revenue and expenditures to cover the cost of the 27th pay period, as presented.

Discussion Items:

SA-01-11 – Financial Status Update for FY2011/2012

Ms. Harper provided a monthly status report regarding revenues and expenditures for FY2011/2012, showing projections to June 30, 2012. Currently the projections show a year end deficit of $52,834.

SA-01-12 – General Manager's Report

Mr. Thomas reported that he had met with FEMA representatives regarding reimbursement application for damages at Purkins Corner during the recent storms, and noted that the County may be eligible for a possible reimbursement of $55,000. The Army Corps of Engineers will be visiting the site to obtain additional information to be forwarded to FEMA.

Closed Session:

On a motion by Mr. Sisson, seconded by Mr. Grzeika, and carried unanimously, each member voting as follows: Mr. Brooks Aye; Mr. Sisson Aye; Ms. Brabo Aye; Mr. Grzeika Aye; and Mr. LoBuglio Aye, the King George County Service Authority Board of Directors went into closed session pursuant to State Code Section 2.2-3711(A)1 for the purpose of discussing the General Manager's employment contract regarding compensation.

On a motion by Mr. Sisson, seconded by Mr. Grzeika, and carried unanimously, each member voting as follows: Mr. Brooks Aye; Mr. Sisson Aye; Ms. Brabo Aye; Mr. Grzeika Aye; and Mr. LoBuglio Aye, the King George County Service Authority Board of Directors returned to public session and certified that only public business matters lawfully exempt from open meeting requirements by Virginia law, and only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered.

On a motion by Mr. Sisson, seconded by Mr. Grzeika, and carried unanimously, each member voting as follows: Mr. Brooks Aye; Mr. Sisson Aye; Ms. Brabo Aye; Mr. Grzeika Aye; and Mr. LoBuglio Aye, the King George County Service Authority Board of Directors authorized the two percent (2%) salary increase for the General Manager effective the first full pay period in January.

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