

Washington County Service Authority Board of Commissioners
September 18, 2018 Engineering Procurement Committee Meeting Minutes

**1. Call the Meeting to Order -
Chairman**

The Engineering Procurement Committee Meeting of the Washington County Service Authority Board of Commissioners was held on August 22, 2018 at 25122 Regal Drive, Abingdon, Virginia in the Jack S. Cole Conference Room. The meeting was called to order at 9:55 am.

2. Roll Call - Chairman

Commissioners Present:

Mr. Dwain Miller - Chairman

Mr. Jim McCall

Mr. Ken Taylor

WCSA Officers Present:

Robbie Cornett; Secretary, General Manager

Carol Ann Shaffer; Assistant Secretary, Administrative Assistant

WCSA Staff Present:

Dave Cheek, Operations Manager

Ryan Kiser, Engineering Manager

Mark Osborne, Operations Manager

Lisa Browning, Administrative Assistant

3. Approval of the Agenda

Mr. McCall motioned to approve the agenda; Mr. Taylor seconded and all Commissioners approved.

4. Closed Meeting – 9:56 am

Mr. McCall motioned to adjourn to Closed Meeting. Mr. Miller and Mr. Taylor concurred.

Mr. Cornett read the following Certification of Closed Meeting:

I move that the Procurement Committee of the Washington County Service Authority adjourn to Closed Meeting in accordance with the Virginia Freedom of Information Act,

Code of Virginia Section 2.2-3711 Paragraph (A) (29); Award of Contract, For discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms of scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

Mr. Mr. Taylor seconded and the Commissioners voted in favor of approving three Commissioners approved.

5. Return to Public Session – 4:57 pm

Mr. McCall made a motion to return to Public Session. Mr. Miller seconded and the motion carried with a 3-0 vote.

Mr. Cornett then read the following Certification of Closed Meeting:

Whereas, a Committee of the Board of Commissioners of the Washington County Service Authority has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act;

And

Whereas, Section 2.2-3712 Paragraph D of the Code of Virginia requires a certification by this Authority that such Closed Meeting was conducted in conformity with Virginia law;

And

Now, therefore, be it resolved that the Committee of Board of Commissioners of the Washington County Service Authority hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Closed Meeting to

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which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Board.

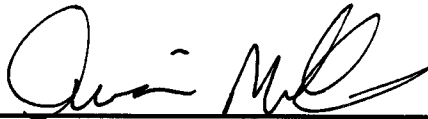
Mr. Miller, Mr. Taylor and Mr. McCall confirmed no outside discussion took place other than Closed Meeting topics.

6. Late Items

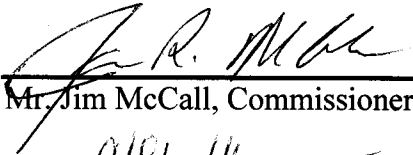
There were no late items discussed.

7. Recess – 4:59 pm

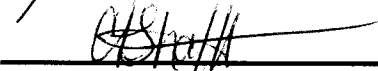
Mr. McCall motioned to recess until 10:00 am on September 19, 2018. Mr. Miller seconded and all voted in favor of approving the motion.



Mr. Dwain Miller, Chairman



Mr. Jim McCall, Commissioner



Carol Ann Shaffer, Assistant Secretary