

Washington County Service Authority Board of Commissioners
January 16, 2018 Lee Highway Corridor Sewer Procurement Committee Meeting
Minutes

1. Call the Meeting to Order

The Lee Highway Corridor Sewer Procurement Committee Meeting of the Washington County Service Authority Board of Commissioners was held on January 16, 2018 at 25122 Regal Drive, Abingdon, Virginia in the Jack S. Cole Conference Room. The meeting was called to order at 8:00 am.

2. Roll Call

Commissioners Present:

Mr. Jim McCall, Vice Chairman
Mr. Dwain Miller

WCSA Officers Present:

Robbie Cornett; Secretary, General Manager

WCSA Staff Present:

Dave Cheek, Operations Manager
Ryan Kiser, Engineering Manager
Bobby Gobble, Assistant Maintenance Manager,
Lisa Browning, Administrative Assistant

3. Approval of the Agenda

With a motion from Mr. Miller and a second from Mr. McCall, the Agenda was approved.

The Lee Highway Corridor Sewer Procurement Committee met to review and agree on the format and intent of our Request for Proposal.

4. Closed Meeting – 8:02 am

Mr. Miller moved that the committee adjourned to Closed Meeting in accordance with the Virginia Freedom of Information Act, Code of Virginia Section 2.2-3711 Paragraph (A) (29); Contracts,

1. To discuss the award of a public contract involving the expenditure of public funds, including interviews of

bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Washington County Service Authority, specifically involving the award of an engineering services contract or contracts for the second phase (completion) of the preliminary engineering report (“PER”) for the Lee Highway Corridor Sewer Project. .

In addition to the Committee the presence of Dave Cheek, WCSA Operations Manager, Ryan Kiser, WCSA Manager of Engineering, Lisa Browning, WCSA Administrative Assistant, Bobby Gobble, WCSA Assistant Maintenance Manager, Robbie Cornett, WCSA General Manager, and, as appropriate, representatives of The Lane Group and Thompson & Litton are requested.

Mr. McCall seconded the Motion to Closed Meeting.

Return to Public Session – 1:42 pm

Mr. Miller made a motion to return to Public Session. Mr. McCall agreed.

Mr. Miller 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

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Now, therefore, be it resolved that the Committee of the 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 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. McCall seconded.

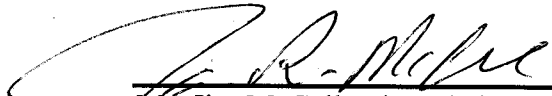
Mr. Miller and Mr. McCall confirmed no outside discussion took place other than Closed Meeting topics.

6. Late Items

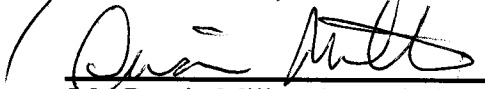
There were no late items discussed.

7. Adjourn – 1:43 am

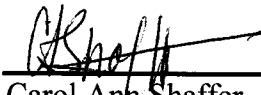
Mr. Miller made a motion to adjourn, Mr. McCall seconded; the meeting adjourned at 1:43 pm.



Mr. Jim McCall, Vice Chairman



Mr. Dwain Miller, Commissioner



Carol Ann Shaffer, Assistant Secretary