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Service Authority

Paul E. Ruecker, Chairman
Dr. K. Jack Kooyoomjian, Vice Chairman
Kurt E. Voggenreiter II, Secretary-Treasurer
Mark Allen, Member
Janice R. Carr, Member
Joyce P. Eagles, Member
David A. Rutherford, Member
Alexander I. Vanegas, Member

Dean E. Dickey, General Manager
Leslie A. Griffith, Deputy General Manager/CFO

MINUTES OF BOARD OF DIRECTORS MEETING OF JANUARY 10, 2019

Board Members Present: Mark Allen, Janice R. Carr (via telephone), Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., Paul E. Ruecker, David Rutherford (via telephone) and Kurt Voggenreiter II

Staff : Dean E. Dickey, Leslie Griffith, Lyle Beefelt, Samer Beidas, Keenan Howell, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Don Pannell, Brandon Pfleckl, Jim Pflugshaupt, Jeanetta Williams, Lee-Anne Dandrea, Paula Dozier, Rich Gard, Mark Head, M. Elena Herrera, Debbie Maxwell, Tony Piccione, Doug Shoop, Brian Sipes, Callie Swingle (RKK), April Bean and Kim Murray

Legal Counsel : Mark Viani

Guests : Karen and Hamilton Welch; John Davis and Jay Kirk/Brown and Caldwell; John McGettigan/Greeley and Hansen

Absent : Alex Vanegas

Mr. Rutherford called into the meeting via telephone at 7:24 PM (from Spring Hill, FL due to a personal matter).

Mrs. Carr called into the meeting via telephone at 7:26 PM (from Del Ray Beach, FL due to a personal matter).

1. GENERAL MATTERS

Chairman Ruecker called the meeting to order at 7:30 PM.

a) Approval of Minutes of November 8, 2018 Meeting

Chairman Ruecker called for approval of the Minutes of the November 8, 2018 Board meeting.

Motion: Dr. Kooyoomjian moved to approve the Minutes of the November 8, 2018 Board meeting.
Second: Mrs. Eagles
Ayes : Kooyoomjian, Eagles, Allen, Carr (via telephone), Ruecker, Rutherford (via telephone)
Abstain: Voggenreiter
Absent : Vanegas

b) Consideration of Announcements by Staff

i. Mr. Dickey wished a happy birthday to Mr. Ruecker and Mr. Allen;
ii. Mr. Dickey noted the following item at Board Members' places: new Service Authority jackets;
iii. Mr. Dickey told the Board the sad news of the passing of Supervisor Ruth Anderson's son, Scott, on January 6.

c) Citizens' Time

There were no citizens in attendance who registered to speak.

2. COMMENDATION/PRESENTATION

a) Commend: Mrs. Karen Welch

Chairman Ruecker presented Mrs. Welch her retirement certificate as Mr. Dickey shared comments about her work at the Service Authority. Mr. Dickey thanked Mrs. Welch for her loyalty and dedication, and read the resolution commending Mrs. Welch for her service.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby commend Mrs. Karen Welch for her dedicated service to the customers of the Prince William County Service Authority and the citizens of Prince William County, and expresses best wishes for happiness in her retirement.
Second: Dr. Kooyoomjian
Ayes : Eagles, Kooyoomjian, Allen, Carr (via telephone), Ruecker, Rutherford (via telephone), Voggenreiter
Absent : Vanegas

Mrs. Welch thanked Service Authority management for the opportunity to work here and grow throughout the years.

b) Presentation: Government Finance Officers' Association Certificate for the FY2017 Comprehensive Annual Financial Report

Mrs. Eagles, Chairman of the Audit Committee, presented the Government Finance Officers' Association (GFOA) Certificate for the FY2017 Comprehensive Annual Financial Report (CAFR) to Mrs. Ari Nelson, Chief of Strategic Business Initiatives and Director of Finance, on behalf of Mrs. Jamie Click, Accounting Manager, who could not be present tonight. Mr. Dickey

read the certificate to Board Members and noted this is the 29th year the Authority has received the GFOA award.

3. ACTION MATTERS

a) Acceptance and Authorization to Release Fiscal Year 2018 Comprehensive Annual Financial Report (CAFR)

Mr. Dickey asked Board Members to approve the Resolution. Mrs. Eagles thanked her fellow members on the Committee, Dr. Kooyoomjian and Mr. Voggenreiter; she advised that the auditor, PB Mares, declared a clean report, and stated there were no internal control deficiencies. Mrs. Eagles thanked staff for their hard work in producing the report. She asked Board Members to address any questions to Mrs. Nelson.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby accept the CAFR for the fiscal year ended June 30, 2018 and authorizes its release to the public.

Second: Mr. Voggenreiter

Discussion was held. Board Members congratulated staff on a well-written and easy-to-read report.

Ayes : Eagles, Voggenreiter, Allen, Carr (via telephone), Kooyoomjian, Ruecker, Rutherford (via telephone)

Absent : Vanegas

b) Authorization to Initiate the Eminent Domain Process and to Advertise and Hold a Public Hearing to Secure Easement Rights from the Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints, Needed for Construction of the Godwin Drive Water Main Extension Project

Mr. Dickey explained staff is working with the Church to secure the easement rights, and may be successful in doing so, in which case a Public Hearing may not be necessary; he asked Board Members to approve the Resolution as presented so the project may move forward.

Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to initiate the eminent domain process and to advertise and hold a public hearing to acquire permanent and temporary construction easements by condemnation, including by “quick take” condemnation pursuant to Va. Code § 25.1-300 *et seq.*, on the parcel owned by the Corporation of the Presiding Bishop of The Church of Jesus Christ of Latter-day Saints, located at 50 E North Temple, 12th Floor, Salt Lake City, Utah 84150, needed for construction of the Godwin Drive Water Main Extension Project.

Second: Mr. Voggenreiter

Ayes : Kooyoomjian, Voggenreiter, Allen, Carr (via telephone), Eagles, Ruecker, Rutherford (via telephone)

Absent : Vanegas

- c) Approval of a Construction Work Order From WC Spratt, Inc. to Perform Construction Services for the Godwin Drive Water Main Extension under the On Call Utility Services and Miscellaneous Construction for Sewer and Water Lines Contract SA-1703-3

Mr. Dickey asked Board Members to approve the Resolution.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby approves the Construction Work Order from WC Spratt, Inc. to perform construction services for the Godwin Drive Water Main Extension under the On Call Utility Services and Miscellaneous Construction For Sewer and Water Lines Contract, SA-1703-3, and authorizes the General Manager to issue a Purchase Order for the work.

Second: Dr. Kooyoomjian

Brief discussion was held.

Ayes : Eagles, Kooyoomjian, Allen, Carr (via telephone), Ruecker, Rutherford (via telephone), Voggenreiter

Absent : Vanegas

- d) Approval of a Construction Work Order from Core Contractors, LLC to Perform Construction Services for the Old Holiday Inn Sewer Realignment under the On Call Utility Services and Miscellaneous Construction for Sewer and Water Lines Contract SA-1703-1

Mr. Dickey explained the nature of the work order, and asked Board Members to approve the Resolution.

Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves the Construction Work Order from Core Contractors, LLC to perform construction services for the Old Holiday Inn Sewer Realignment under the On Call Utility Services and Miscellaneous Construction For Sewer and Water Lines Contract, SA-1703-1, and authorizes the General Manager to issue a Purchase Order for the work.

Second: Mr. Allen

Ayes : Kooyoomjian, Allen, Carr (via telephone), Eagles, Ruecker, Rutherford (via telephone), Voggenreiter

Absent : Vanegas

- e) Approval of a Construction Work Order from WC Spratt, Inc. to Perform Construction Services for the Hopkins Drive Water Main Replacement under the On Call Utility Services and Miscellaneous Construction for Sewer and Water Lines Contract SA-1703-3

Mr. Dickey asked Board Members to approve the Resolution.

Motion: Mr. Voggenreiter moved that the Prince William County Service Authority Board of Directors hereby approves the Construction Work Order from WC Spratt, Inc. to

perform construction services for the Hopkins Drive Water Main Replacement under the On Call Utility Services and Miscellaneous Construction For Sewer and Water Lines Contract, SA-1703-3, and authorizes the General Manager to issue a Purchase Order for this work.

Second: Mr. Allen

Discussion was held.

Ayes : Voggenreiter, Allen, Carr (via telephone), Eagles, Kooyoomjian, Ruecker, Rutherford (via telephone)

Absent : Vanegas

- f) Approval of a Construction Contract to Anderson Construction, Inc. for IFB SA-1902, Airport Sewage Pump Station Upgrade

Mr. Dickey explained the lift station at this site will be refurbished; he asked Board Members to approve the Resolution.

Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves the Construction Contract and authorizes the General Manager to execute the contract with Anderson Construction, Inc. for the construction of the Airport Sewage Pump Station Upgrade.

Second: Mr. Voggenreiter

Ayes : Kooyoomjian, Voggenreiter, Allen, Carr (via telephone), Eagles, Ruecker, Rutherford (via telephone)

Absent : Vanegas

- g) Approval of a Construction Contract to Midas Utilities, LLC for IFB SA-1903, Rose Hill Circle Water/Sewer Replacement

Mr. Dickey asked Board Members to approve the Resolution.

Motion: Mr. Rutherford moved that the Prince William County Service Authority Board of Directors hereby approves the Construction Contract and authorizes the General Manager to execute the contract with Midas Utilities, LLC for the construction of the Rose Hill Circle Water/Sewer Replacement.

Second: Dr. Kooyoomjian

Discussion was held.

Ayes : Rutherford (via telephone), Kooyoomjian, Allen, Carr (via telephone), Eagles, Ruecker, Voggenreiter

Absent : Vanegas

- h) Approval of a Construction Contract to AVES Construction Corporation for IFB SA-1912, Galt Court Water Main Replacement

Mr. Dickey asked Board Members to approve the Resolution.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby approves the Construction Contract and authorizes the General Manager to execute the contract with AVES Construction Corporation for the construction of the Galt Court Water Main Replacement project.

Second: Dr. Kooyoomjian

Ayes : Eagles, Kooyoomjian, Allen, Carr (by telephone), Ruecker, Rutherford (by telephone), Voggenreiter

Absent : Vanegas

4. GENERAL MANAGER'S REPORT

- a) Mr. Dickey notified Board Members there were 142 days of rain (66.78 inches) in calendar year 2018, one of the wettest years on record.
- b) Mr. Dickey expressed kudos to Mrs. O'Quinn and her staff on the Authority's membership in the Virginia Department of Labor and Industry Apprenticeship Incentive Program. The Authority will receive \$1,000 for each operator trainee who advances to a Class IV Operator.
- c) Mr. Dickey reported he received a letter from Marine Corps Base Quantico requesting a rough order of magnitude cost for running water and wastewater lines to serve the Town of Quantico. Staff will provide the information as requested.
- d) Mr. Dickey congratulated Dr. Mahieu and the Laboratory staff, as the Lab is now accredited for analysis of 15 metals (in drinking water) using ICP-MS (Inductively Coupled Plasma-Mass Spectrometry).
- e) The 2018 Annual Customer Satisfaction rating was 9.2 (out of 10) points. Mrs. Bean provided copies of the survey results to Board Members. Questions and comments should be addressed to Mrs. Nelson.
- f) Mr. Dickey advised a Closed Meeting is needed.

5. ATTORNEY'S TIME

Mr. Viani confirmed a Closed Meeting needs to be held under Code of Virginia § 2.2-3711A1, Personnel; § 2.2-3711A3, Real Estate; and § 2.2-3711A6, Procurement.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Carr congratulated staff on the FY2018 Comprehensive Annual Financial Report (CAFR) and the Laboratory accreditation.

Mr. Rutherford added his congratulations on the CAFR. Referring to the Capital Improvements Program, he asked if the issue with the pump station site in Occoquan was resolved; Mr. Dickey answered that he would check the status and report back.

Mrs. Eagles wished everyone a Happy New Year.

Mr. Allen also wished a Happy New Year and thanked staff for their assistance on various issues.

Mr. Voggenreiter commented that the Gainesville tank looks very good with the new logo; it can be seen clearly from I-66. He also stated the CAFR was very well done; it was an interesting read.

Dr. Kooyoomjian thanked staff for their continued support to the Audit Committee. He reported receiving an email from the Prince William Conservation Alliance regarding Davis Ford Road; the email included a compliment on a water line repair, and specifically thanked Mr. Arthur Brunson for his quality service. Dr. Kooyoomjian shared information about an event on January 21, Martin Luther King, Jr. Day, and gave the flyer to Ms. Murray to email to all Board Members.

Mr. Ruecker asked for an update on the Spittle Annex; Mr. Dickey stated the architect will have the first concept drawing in February. Mr. Ruecker also asked if work on the Montclair Pump Station will begin soon. Mr. Beidas advised staff plans to issue the Request for Proposal in late February to the two firms that were pre-qualified; award and selection should be presented to the Board for approval in May or June.

7. ADMINISTRATIVE REPORTS

Chairman Ruecker asked Board Members to provide any questions they may have on the Administrative Reports to Mr. Dickey for dissemination to the appropriate staff member.

8. CLOSED MEETING

Chairman Ruecker announced a closed meeting at 8:31 PM to discuss Personnel under Code of Virginia § 2.2-3711A1; Real Estate under § 2.2-3711A3; and Procurement under § 2.2-3711A6; and requested a motion for same.

Motion: Mrs. Eagles
Second: Mr. Voggenreiter
Ayes : Eagles, Voggenreiter, Allen, Carr (via telephone), Kooyoomjian, Ruecker,
Rutherford (via telephone)
Absent : Vanegas

Upon conclusion of the closed meeting at 9:03 PM, and in compliance with the Freedom of Information Act, a motion was made by Mr. Rutherford and seconded by Mrs. Eagles to return to an open meeting certifying that to the best of the members' knowledge, the only matters considered were those that were appropriate to be discussed under Code of Virginia § 2.2-3711A1, Personnel; § 2.2-3711A3, Real Estate; and § 2.2-3711A6, Procurement.

CERTIFICATION FOR CLOSED MEETING

WHEREAS, the Prince William County Service Authority Board of Directors 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, § 2.2-3712 of the Code of Virginia requires a certification by the Prince William County Service Authority Board of Directors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Service Authority Board of Directors hereby certifies that, to the best of each member's knowledge, (i) 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 (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered in the closed meeting.

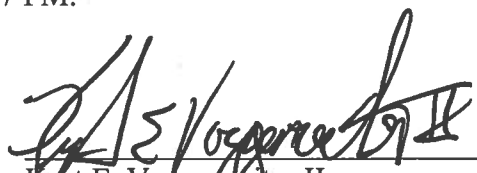
Motion: Mr. Rutherford
Second: Mrs. Eagles
Ayes : Rutherford (via telephone), Eagles, Allen, Carr (via telephone), Kooyoomjian,
Ruecker, Voggenreiter
Absent : Vanegas

9. ADJOURNMENT

The meeting adjourned at 9:05 PM.

Mrs. Carr disconnected her call at 9:07 PM.

Mr. Rutherford disconnected his call at 9:07 PM.


Kurt E. Voggenreiter II
Secretary-Treasurer