



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
Ernie Gonzales, Member
David A. Rutherford, Member

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

MINUTES OF BOARD OF DIRECTORS MEETING OF MARCH 8, 2018

Board Members Present : Mark Allen, Janice R. Carr, Joyce P. Eagles, Ernie Gonzales, K. Jack Kooyoomjian, Ph.D., Paul E. Ruecker, David Rutherford

Staff : Dean E. Dickey, Leslie Griffith, Lyle Beefelt, Samer Beidas, Keenan Howell, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Don Pannell, Jim Pflugshaupt, Andrew Cockram, Debbie Maxwell, Annie Short, Shannon Spence, April Bean and Kim Murray.

Legal Counsel : Mark Viani

Absent : Kurt Voggenreiter II

Guests : Greg Lukmire and Douglas Cowdrey/RRMM Architects; John Davis and Jay Kirk/Brown and Caldwell; Don Lauzon; John McGettigan and Ken Eyre/Greeley and Hansen; Laurissa Cabbage, Norm Gadzinski, and Will Schafer/HDR; Kathy Marshal/RKK; Matt Barrett and Paresch Sanghavi/PC Construction.

1. WATER ART INVITATIONAL

The winners of the 2018 Water Art Invitational were recognized in the lobby of the Raymond L. Spittle Building prior to the Board meeting.

2. CALL TO ORDER

Chairman Ruecker called the meeting to order at 7:42 PM.

3. PUBLIC HEARINGS

a) Easement Condemnation for the Antioch Road Water Main Loop Closure Project

Chairman Ruecker opened the Public Hearing at 7:43 PM and advised that any member of the public who wishes to speak would be allotted three minutes to do so.

Chairman Ruecker advised the purpose of the Public Hearing was to consider the acquisition of permanent construction easements by Eminent Domain for the construction of the Antioch Road Water Main Loop Closure Project on the property of Carlton V. Heflin, et al. Chairman Ruecker further advised Notices of this Public Hearing were published in the *Prince William Times*, a newspaper

having general circulation in Prince William County. The notices appeared at least six days apart on Wednesday, February 14, 2018 and Wednesday, February 21, 2018.

Chairman Ruecker further advised that a copy of the foregoing notice was mailed to the Prince William County Executive, the Prince William Board of County Supervisors, and the Mayors of the Towns of Dumfries, Haymarket, and Occoquan. Chairman Ruecker advised that all users of the facilities owned or leased by the Prince William County Service Authority, and all others interested, will have an opportunity to be heard concerning the proposed acquisition of easements by Eminent Domain.

Chairman Ruecker asked if there were any comments or questions from the public on this matter. No one signed up to speak. With no comments or questions, Mr. Ruecker declared the Public Hearing closed at 7:45 PM.

Chairman Ruecker called for a motion to adopt the resolution authorizing the proposed acquisition of permanent construction easements by Eminent Domain for the construction of the Antioch Road Water Main Loop Closure Project on the property of Carlton V. Heflin, et al.

Motion : Mr. Gonzales moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to take all necessary steps to acquire easements by condemnation, including by "quick take" condemnation pursuant to Va. Code § 25.1-300 et seq., on property located at 6115 Antioch Road, Haymarket, VA 20169, to secure easement rights required by the Antioch Road Water Main Project.

Second : Mrs. Carr

Ayes : Gonzales, Carr, Allen, Eagles, Kooyoomjian, Ruecker, Rutherford

Absent : Voggenreiter

b) Easement Condemnation for the Old Holiday Inn Sewer Realignment Project

Chairman Ruecker opened the Public Hearing at 7:46 PM and advised that any member of the public who wishes to speak would be allotted three minutes to do so.

Chairman Ruecker advised the purpose of the Public Hearing was to consider the acquisition of one permanent ingress/egress easement by Eminent Domain for the construction of the Old Holiday Inn Sewer Realignment Project on the property of Mach II MCB Silver Portfolio Owner One, LLC. Chairman Ruecker further advised Notices of this Public Hearing were published in the *Prince William Times*, a newspaper having general circulation in Prince William County. The notices appeared at least six days apart on Wednesday, February 14, 2018 and Wednesday, February 21, 2018.

Chairman Ruecker further advised that a copy of the foregoing notice was mailed to the Prince William County Executive, the Prince William Board of County Supervisors, and the Mayors of the Towns of Dumfries, Haymarket, and Occoquan. Chairman Ruecker advised that all users of the facilities owned or leased by the Prince William County Service Authority, and all others interested, will have an opportunity to be heard concerning the proposed acquisition of easements by Eminent Domain.

Chairman Ruecker asked if there were any comments or questions from the public on this matter. No one signed up to speak. With no comments or questions, Mr. Ruecker declared the Public Hearing closed at 7:48 PM.

Chairman Ruecker called for a motion to adopt the resolution authorizing the proposed acquisition of one permanent ingress/egress easement by Eminent Domain for the construction of the Old Holiday Inn Sewer Realignment Project on the property of Mach II MCB Silver Portfolio Owner One, LLC.

Motion : Mr. Rutherford moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to take all necessary steps to acquire easements by condemnation, including by “quick take” condemnation pursuant to Va. Code § 25.1-300 et seq., on property located at 17137 Dumfries Road, Dumfries, Virginia 22025, to secure easement rights required by the Old Holiday Inn Sewer Realignment Project.

Second : Dr. Kooyoomjian

Ayes : Rutherford, Kooyoomjian, Allen, Carr, Eagles, Gonzales, Ruecker

Absent : Voggenreiter

c) Easement Condemnation for the Montclair Pressure Zone Improvements – Route 234 Project

Chairman Ruecker opened the Public Hearing at 7:49 PM and advised that any member of the public who wishes to speak would be allotted three minutes to do so.

Chairman Ruecker advised the purpose of the Public Hearing was to consider the acquisition of permanent and temporary construction easements by Eminent Domain for the construction of the Montclair Pressure Zone Improvements – Route 234 Project on the property of Bruce E. Grooms and Emily J. Penn-Grooms. Chairman Ruecker further advised Notices of this Public Hearing were published in the *Prince William Times*, a newspaper having general circulation in Prince William County. The notices appeared at least six days apart on Wednesday, February 14, 2018 and Wednesday, February 21, 2018.

Chairman Ruecker further advised that a copy of the foregoing notice was mailed to the Prince William County Executive, the Prince William Board of County Supervisors, and the Mayors of the Towns of Dumfries, Haymarket, and Occoquan. Chairman Ruecker advised that all users of the facilities owned or leased by the Prince William County Service Authority, and all others interested, will have an opportunity to be heard concerning the proposed acquisition of easements by Eminent Domain.

Chairman Ruecker asked if there were any comments or questions from the public on this matter. No one signed up to speak. With no comments or questions, Mr. Ruecker declared the Public Hearing closed at 7:51 PM.

Chairman Ruecker called for a motion to adopt the resolution authorizing the proposed acquisition of permanent and temporary construction easements by Eminent Domain for the construction of the Montclair Pressure Zone Improvements – Route 234 Project on the property of Bruce E. Grooms and Emily J. Penn-Grooms.

Motion : Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to take all necessary steps to acquire easements by condemnation, including by “quick take” condemnation pursuant to Va. Code § 25.1-300 et seq., on property located at 16720 Friar Loop, Dumfries, Virginia 22025, to secure easement rights required by the Montclair Pressure Zone Improvements – Route 234 Project.

Second : Mr. Gonzales

Ayes : Carr, Gonzales, Allen, Eagles, Kooyoomjian, Ruecker, Rutherford

Absent : Voggenreiter

d) Easement Condemnation for the Montclair Pressure Zone Improvements – Route 234 Project

Chairman Ruecker opened the Public Hearing at 7:52 PM and advised that any member of the public who wishes to speak would be allotted three minutes to do so.

Chairman Ruecker advised the purpose of the Public Hearing was to consider the acquisition of permanent and temporary construction easements by Eminent Domain for the construction of the Montclair Pressure Zone Improvements – Route 234 Project on the property of Lotfy Metwally and Fatma Nassef. Chairman Ruecker further advised Notices of this Public Hearing were published in the *Prince William Times*, a newspaper having general circulation in Prince William County. The notices appeared at least six days apart on Wednesday, February 14, 2018 and Wednesday, February 21, 2018.

Chairman Ruecker further advised that a copy of the foregoing notice was mailed to the Prince William County Executive, the Prince William Board of County Supervisors, and the Mayors of the Towns of Dumfries, Haymarket, and Occoquan. Chairman Ruecker advised that all users of the facilities owned or leased by the Prince William County Service Authority, and all others interested, will have an opportunity to be heard concerning the proposed acquisition of easements by Eminent Domain.

Chairman Ruecker asked if there were any comments or questions from the public on this matter. No one signed up to speak. With no comments or questions, Mr. Ruecker declared the Public Hearing closed at 7:54 PM.

Chairman Ruecker called for a motion to adopt the resolution authorizing the proposed acquisition of permanent and temporary construction easements by Eminent Domain for the construction of the Montclair Pressure Zone Improvements – Route 234 Project on the property of Lotfy Metwally and Fatma Nassef.

Motion : Mr. Gonzales moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to take all necessary steps to acquire easements by condemnation, including by “quick take” condemnation pursuant to Va. Code § 25.1-300 et seq., on property located at 16714 Friar Loop, Dumfries, Virginia 22025, to secure easement rights required by the Montclair Pressure Zone Improvements – Route 234 Project.

Second : Mrs. Carr

Ayes : Gonzales, Carr, Allen, Eagles, Kooyoomjian, Ruecker, Rutherford

Absent : Voggenreiter

4. GENERAL MATTERS

a) Consideration of Approval of Minutes of February 8, 2018

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

Motion : Dr. Kooyoomjian moved to approve the Minutes of the February 8, 2018 Board meeting.

Second : Mrs. Carr

Ayes : Kooyoomjian, Carr, Allen, Eagles, Gonzales, Ruecker, Rutherford

Absent : Voggenreiter

b) Consideration of Announcements by Staff

Mr. Dickey introduced Mrs. April Bean, who is the newly-hired Executive Assistant I in the Executive Office. He wished a happy birthday to Dr. Kooyoomjian and Mrs. Eagles. Mr. Dickey noted the following items at Board Members’ places: (1) *The Pipeline – Spring 2018*, and (2) the flyer for the Authority’s 2018 Water Academy. Mr. Dickey noted upcoming events (Service Awards Luncheon on April 11 and Science Fair Awards on April 12) and announced the Prince William-Manassas Regional Science Fair will be held this Saturday, March 10 at the Kelly Leadership Center.

c) Citizens' Time

There were no citizens in attendance who wished to speak.

5. COMMENDATION/PRESENTATION

a) Commendation: Pamela Cardwell

Mr. Dickey asked Board Members to approve the Resolution recognizing Mrs. Cardwell's 21 years and 10 months of service.

Motion : Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby commends Mrs. Pamela Cardwell for her exceptional service to the customers of the Prince William County Service Authority and conveys best wishes for happiness in her retirement.

Second : Mr. Allen

Ayes : Kooyoomjian, Allen, Carr, Eagles, Gonzales, Ruecker, Rutherford

Absent : Voggenreiter

b) Architect Greg Lukmire – Update on Spittle Building Addition

Mr. Lukmire presented the options for the new Spittle Annex. He described what his firm suggests are the three best options to expand office space and parking. Mr. Dickey advised there are sufficient funds in the Capital Improvements Program (CIP) to cover each of the options. Mr. Dickey recommended Options 3 and 5 for the Board's consideration. Discussion was held. The Board agreed to table their decision and hold a separate meeting to allow more time for discussion. The tentative meeting date chosen was Wednesday, March 21, 2018 at 6:30 PM. Board Members thanked Mr. Lukmire for the presentation.

6. ACTION MATTERS

a) Approval of Three Basic Ordering Agreements for Regulatory Affairs Consulting Support

Mr. Dickey asked Board Members to approve the Resolution as presented.

Motion : Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby approves the Basic Ordering Agreements for Chavond-Barry Engineering Corporation, CH2M Engineers, Incorporated, and Greeley and Hansen LLC, and authorizes the General Manager to execute the contracts.

Second : Mr. Allen

Ayes : Eagles, Allen, Carr, Gonzales, Kooyoomjian, Ruecker, Rutherford

Absent : Voggenreiter

b) Approval of Work Authorization No. 23 to Michael Baker International, Inc. for Engineering Design Services for the Route 1 Water Main Design – Phase I 30-inch Water Main from Route 234 to Garfield Pump Station Project, and Approval of Work Authorization No. 26 to Michael Baker International, Inc. for Engineering Design Services for the Route 1 Water Main Design – Phase II 24-inch/16-inch Water Main from Route 234 to Fuller Heights Road Project

Mr. Dickey explained the nature of the project. He asked Board Members to approve the Resolution as presented.

- Motion : Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Work Authorization No. 23 and authorizes the General Manager to execute the Project Agreement with Michael Baker International, Inc. to provide Water, Wastewater & I&I (Global) Engineering Services to conduct the Engineering Design Services for the Route 1 Water Main Design – Phase I 30-inch Water Main from Route 234 to Garfield Pump Station Project. The Prince William County Service Authority Board of Directors also hereby approves the Project Agreement for Work Authorization No. 26 and authorizes the General Manager to execute the Project Agreement with Michael Baker International, Inc. to provide Water, Wastewater & I&I (Global) Engineering Services to conduct the Engineering Design Services for the Route 1 Water Main Design – Phase II 24-inch/16-inch Water Main from Route 234 to Fuller Heights Road Project.
- Second : Mrs. Carr
- Ayes : Eagles, Carr, Allen, Gonzales, Kooyoomjian, Ruecker, Rutherford
- Absent : Voggenreiter

7. GENERAL MANAGER’S REPORT

- a) Mr. Dickey asked Board Members if there were any additional questions about the fire at the H.L. Mooney Advanced Water Reclamation Facility on Monday, March 5. (Information was provided to Board Members via email that same day.) There were no additional questions.
- b) Mr. Pannell and Dr. Mahieu provided a report on Authority operations during the windstorm (“Winter Storm Riley”) from the previous weekend. Authority staff established a Departmental Operations Center and worked closely with Prince William County’s Emergency Operations Center staff.
- c) Mr. Dickey described the new Service Authority Values cards, which were distributed to Board Members. The acronym, “CIRQA,” stands for Customer-First Focus, Integrity, Respect, Quality and Accountability.
- d) Gavels: Mr. Rutherford shared the commemorative gavels and plaques he received as outgoing Chairman of the Service Authority’s Board of Directors and asked members for their thoughts about the Board providing something similar to all outgoing Chairmen. Members agreed they prefer the plaque with the removable gavel.
- e) Mr. Dickey advised Board Members of an inquiry he received from the Potomac Local publisher (and a County employee) regarding putting the new County logo on the Authority’s water tanks. Mr. Allen advised the final logo has not been determined. Should County staff submit a formal request, Mr. Dickey advised he will present it to the Board for their decision. The Board had no objection to Mr. Dickey’s plan.
- f) Mr. Dickey provided a brief update on Mr. Beidas’ meeting with the Four Seasons Homeowners’ Association (HOA) Board on February 28 regarding the Montclair Booster Pump Station. HOA Board members proposed a Memorandum of Understanding (MOU); the HOA Board and Authority staff are working to finalize a mutually acceptable MOU.
- g) Mr. Dickey reported on the Town Hall Meeting held March 5 on the Sudley Road Water Main project. The meeting went very well.
- h) Mr. Dickey proposed the Board of Directors hold a Budget Work Session on Thursday, April 26 at 6:30 PM (it will be a working dinner). Chairman Ruecker suggested an earlier (separate) work session be held to discuss the Spittle Annex options; Board Members agreed to meet Wednesday, March 21 at 6:30 PM.
- i) Mr. Dickey advised a Closed Meeting is needed.

8. ATTORNEY’S TIME

Mr. Viani confirmed a Closed Meeting needs to be held under Code of Virginia § 2.2-3711A1 with respect to Personnel; § 2.2-3711A3, Real Estate; § 2.2-3711A5, Economic Development; § 2.2-3711A6, Procurement and Expenditure of Public Funds; and § 2.2-3711A7, Litigation.

9. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Carr thanked Ms. Bentz and everyone who worked on the Water Art Invitational. She also welcomed Mrs. Bean.

Mrs. Eagles congratulated staff on the Water Art Invitational and also welcomed Mrs. Bean. She thanked staff for their assistance with various issues.

Mr. Allen also welcomed Mrs. Bean to the Authority. He congratulated staff on the successful Water Art Invitational.

Mr. Rutherford shared an idea for an April Fool's joke via the Authority's social media posts on April 1. Board Members had no objection.

Mr. Gonzales welcomed Mrs. Bean. He also thanked staff for their work and community outreach efforts.

Dr. Kooyoomjian joined in thanking staff for their work and for the operational updates during the windstorm. He stated he will attend the science fair on Saturday; he also shared information from two flyers (Prince William Committee of 100 and the Federal Water Quality Association) and asked Ms. Murray to email the flyers to Board Members. Dr. Kooyoomjian commended staff for the town hall meetings and sessions with HOAs, community residents, etc.; he noted staff members consistently display all of the Authority's values. He also thanked Mr. Kipp Hanley for forwarding pictures of Dr. Kooyoomjian (as Supervisor Ruth Anderson's appointee) to the Supervisor's staff for their newsletter.

Mr. Ruecker welcomed Mrs. Bean. He also expressed his gratitude to staff for keeping everything running well during storms.

Mr. Dickey asked to make a minor correction to the policy regarding Public Outreach; he requested the Board's permission to edit the policy to give him, as General Manager, the authority to decide when community outreach efforts and/or notifications are needed for projects. Board Members granted Mr. Dickey the authority as requested.

10. 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.

11. CLOSED MEETING

Chairman Ruecker announced a closed meeting at 9:34 PM for the purpose of discussing Personnel under Code of Virginia § 2.2-3711A1; Real Estate under § 2.2-3711A3; Economic Development under § 2.2-3711A5; Procurement and Expenditure of Public Funds under § 2.2-3711A6; and Litigation under § 2.2-3711A7, and requested a motion for same.

Motion : Mr. Rutherford
Second : Dr. Kooyoomjian
Ayes : Rutherford, Kooyoomjian, Allen, Carr, Eagles, Gonzales, Ruecker
Absent : Voggenreiter

Upon conclusion of the closed meeting at 10:33 PM and in compliance with the Freedom of Information Act, a motion was made by Mrs. Eagles and seconded by Mr. Gonzales 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 with respect to Personnel; § 2.2-3711A3 with respect to Real Estate; § 2.2-3711A5 with respect to Economic Development; § 2.2-3711A6 with respect to Procurement and Expenditure of Public Funds; and § 2.2-3711A7, Litigation.

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 : Mrs. Eagles
Second : Mr. Gonzales
Ayes : Eagles, Gonzales, Allen, Carr, Kooyoomjian, Ruecker, Rutherford
Absent : Voggenreiter

12. ADDITIONAL ACTION MATTER

- a) Approval of a Memorandum of Understanding between Prince William County Service Authority, Prince William County and the Virginia Department of Health for Governing the Management of Temporary Pump and Haul Operations

Chairman Ruecker called for a motion for the referenced Resolution.

Motion : Dr. Kooyoomjian moved that the Board of Directors of the Prince William County Service Authority hereby approves the Memorandum of Understanding between Prince William County Service Authority, Prince William County and the Virginia Department of Health for governing the management of Temporary Pump and Haul operations and authorizes the General Manager to execute said approved Memorandum of Understanding.
Second : Mrs. Carr
Ayes : Kooyoomjian, Carr, Allen, Eagles, Gonzales, Ruecker, Rutherford
Absent : Voggenreiter

13. ADJOURNMENT

The meeting adjourned at 10:36 PM.


Kurt E. Voggenreiter II
Secretary-Treasurer