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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
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 APRIL 11, 2019

- Board Members Present: Mark Allen, Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., Paul E. Ruecker, David A. Rutherford, Alex Vanegas, 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, Audrey Arnold, Kathy Bentz, Andrew Cockram, Harry (Zvi) Gruenspecht, Kipp Hanley, Katrina Marshall, Debbie Maxwell, Glenn Pearson, Tony Piccione, Rex Robichaux, Doug Shoop, Christine Smith, April Bean and Kim Murray.
- Legal Counsel : Mark Viani.
- Guests : John Davis/Brown and Caldwell; John McGettigan/Greeley and Hansen; Suman Manandhar/Encore Networks; Shahram Ghakkari/ASRC FH; Science Fair Guests: Buckley Family; Calabria Family; M. Rosado; Tang Family; and Thai Family.

1. GENERAL MATTERS

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

a) Recognition of Science Fair Winners

Mr. Dickey welcomed the 2019 Service Authority winners (and their families) from the Prince William-Manassas Regional Science Fair. He commended the students on their outstanding projects and thanked them for their participation; he also thanked the parents for their support. Ms. Arnold introduced and thanked the Service Authority judges for their involvement. She read the names of the Science Fair winners and the titles of their projects while Chairman Ruecker congratulated the students and presented the awards.

b) Approval of Minutes of March 14, 2019 Meeting

Chairman Ruecker called for approval of the Minutes of the March 14, 2019 Board meeting.

Motion: Mr. Vanegas moved to approve the Minutes of the March 14, 2019 Board meeting.
Second: Dr. Kooyoomjian
Ayes : Vanegas, Kooyoomjian, Allen, Eagles, Rutherford, Voggenreiter
Abstain: Ruecker

c) Consideration of Announcements by Staff

i. Mr. Dickey wished happy birthday to Mrs. Eagles and Mr. Vanegas;
ii. Mr. Dickey noted the following item at Board Members' places: new Service Authority water bottles;
iii. Mr. Dickey reminded Board Members of upcoming Service Authority events: Kidz@Work Day is Thursday, April 25; the Spring Picnic is Wednesday, May 15.

d) Citizens' Time

There were no citizens in attendance who registered to speak.

2. PRESENTATION

Mr. Pfleckl presented information on the Service Authority's Digital Transformation from Fiscal Year 2009 to the present, as well as future planned work. Mr. Pfleckl reviewed payback periods and net productivity gains for major technology investments including GIS (Geographic Information Systems), Water and Sewer Modeling, Integrated Utility Planning, and Integrated IT (Information Technology) Systems. Mr. Pfleckl reviewed future planned work to include an expansion of Business Analytics and Dashboards, System Integration, and Integrated workflows. Mr. Dickey noted the technology investments reviewed by Mr. Pfleckl have already been approved by the Board in the CIP (Capital Improvements Program). Discussion was held.

3. ACTION MATTERS

a) Approval of Task Order No. 36 to Michael Baker International, Inc. to Provide Professional Engineering Design, Bidding, and Construction Administration Services for the Sudley Road Sewer Main Replacement and Upgrade

Mr. Dickey asked Board Members to approve the Resolution.

Motion: Mr. Vanegas moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Task Order No. 36 and authorizes the General Manager to execute the Project Agreement with Michael Baker International, Inc. to provide Professional Engineering Design, Bidding, and Construction Administration Services for the Sudley Road Sewer Main Replacement and Upgrade Project.

Second: Dr. Kooyoomjian

Discussion was held.

The motion passed by a unanimous vote.

- b) Approval of Task Order No. 40 to Hazen and Sawyer to Provide Professional Engineering Design, Bidding, and Construction Administration Services for the Manassas Southside Booster Pumping Station Modifications

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 Project Agreement for Task Order No. 40 and authorizes the General Manager to execute the Project Agreement with Hazen and Sawyer to provide Design, Bidding, and Construction Administration Services during construction of the Manassas Southside Booster Pumping Station Modifications project.

Second: Mr. Vanegas

Discussion was held.

The motion passed by a unanimous vote.

- c) Approval of Task Order No. 43 to Hazen and Sawyer to Provide Professional Engineering Design, Bidding, and Construction Administration Services for the Manassas Southside Connector Water Main

Mr. Dickey asked Board Members to approve the Resolution.

Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Task Order No. 43 and authorizes the General Manager to execute the Project Agreement with Hazen and Sawyer to provide Professional Engineering Design, Bidding, and Construction Administration Services for the Manassas Southside Connector Water Main Project.

Second: Mrs. Eagles

Discussion was held.

The motion passed by a unanimous vote.

4. GENERAL MANAGER'S REPORT

a) Mr. Dickey reported that Mr. Rutherford's April Fools' Day social media joke (showing a picture of two water storage tanks with the words "Hot" and "Cold" painted on them, respectively) went over well with the Authority's followers on Facebook and Instagram.

b) Mr. Gruenspecht provided information on the April 1, 2019 tabletop exercise held jointly with the Authority and the Prince William Health District. He explained the exercises are held annually with outside response partners and one to two times per year internally. Participants included members of the FBI (Federal Bureau of Investigation). In response to questions, Mr. Gruenspecht advised that the FBI members provided insight at this particular exercise; Dr. Mahieu added that the Authority's lab staff have also participated in regional drills and assisted other entities.

c) Mr. Dickey noted the Prince William Board of County Supervisors decided not to put the county's wordmark on the Hoadly Tank in conjunction with the Authority's warranty work.

d) Bull Run Mountain Update: Mr. Dickey advised a Town Hall Meeting is scheduled for Wednesday, April 17 at Evergreen Country Club; Authority staff will attend and brief residents on the water supply project.

e) Mr. Dickey reported members of LOCCA/PELT (Lake Ridge-Occoquan-Coles Civic Association/Planning, Environment, Land-Use and Transportation) asked to review, with Authority staff, the Spittle Annex plans at their meeting on Thursday, April 25. Staff will attend that meeting to conduct a courtesy review of the plans with the organization's members. Mr. Vanegas and Dr. Kooyoomjian both supported the meeting with LOCCA/PELT representatives. Mr. Dickey also reported the 30% design plans for the Annex are under review by staff. Copies of renderings were provided to Board Members, showing a change in one exterior corner of the Annex from glass to brick, which more closely resembles the overall design of the Spittle building. Discussion was held. Mr. Dickey advised he will report back to the Board in May as to whether the LOCCA/PELT representatives provide any comments for the Authority's consideration.

f) Mr. Dickey announced Mr. Jim Pflugshaupt will retire in July 2019. He also noted Ms. Griffith and Mr. Pflugshaupt will both be recognized and commended at the July Board Meeting. Mr. Dickey thanked Mr. Pflugshaupt and his staff for the great work they have done.

g) Mr. Dickey noted 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, Procurement and Real Estate Interests; 2.2-3711A6, General Procurement; and § 2.2-3711A7, Litigation.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Eagles expressed her appreciation for the Science Fair students and their projects. She enjoyed the Service Award luncheon last week as well.

Mr. Allen thanked Mr. Pannell and his team for his assistance with a customer issue. He also thanked Mr. Viani and Authority staff for their work with the Heritage Hunt Homeowners' Association.

Mr. Voggenreiter added his congratulations to staff who organized and managed the Science Fair Awards.

Mr. Rutherford congratulated staff on the fantastic 2019 Customer Handbook.

Mr. Vanegas thanked staff for their work and also Mrs. Nelson and her staff for their assistance with a customer issue.

Dr. Kooyoomjian commended staff on the continued excellent work on the Science Fair as well as the Customer Handbook. He asked if copies of the 2019 Customer Handbook will be sent to the County Supervisors (Mr. Dickey advised yes, staff will send copies to them). Dr. Kooyoomjian announced three events and gave the flyers to Ms. Murray to email to Board Members. Dr. Kooyoomjian also commended Mr. Pfleckl and his staff for their excellent work with Enterprise Asset Management and continuous improvement.

Mr. Ruecker thanked Dr. Kooyoomjian for chairing the March 14, 2019 Board of Directors' meeting. He thanked staff for the Service Awards luncheon event, especially thanking Mrs. Caren Eaton for her work in coordinating and managing everything. He thanked Mr. Pfleckl, Mr. Gruenspecht and Ms. Arnold for their respective presentations at this meeting. He is impressed with the high quality of the Authority's staff.

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 8:55 PM to discuss Personnel under Code of Virginia § 2.2-3711A1; Procurement and Real Estate Interests under § 2.2-3711A3; General Procurement under § 2.2-3711A6; and Litigation under § 2.2-3711A7, and requested a motion for same.

Motion: Dr. Kooyoomjian
Second: Mr. Voggenreiter

The motion passed by a unanimous vote.

Upon conclusion of the closed meeting at 9:19 PM, and in compliance with the Freedom of Information Act, a motion was made by Mrs. Eagles and seconded by Mr. Vanegas 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, Procurement and Real Estate Interests; 2.2-3711A6, General Procurement; 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. Vanegas

The motion passed by a unanimous vote.

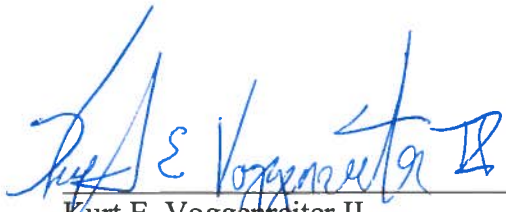
9. ADDITIONAL ACTION MATTER

Motion: Mr. Vanegas moved that the Prince William County Service Authority Board of Directors hereby amends the General Manager's current Employment Agreement to extend his Employment Term as General Manager of the Prince William County Service Authority [from August 1, 2021] to January 31, 2022, to include full payment for the General Manager's unused Sick Leave as of his final day of work, and authorizes the Chairman to negotiate and execute the amended Employment Agreement.
Second: Mr. Rutherford

The motion passed by a unanimous vote.

10. ADJOURNMENT

The meeting adjourned at 9:20 PM.


Kurt E. Voggenreiter II
Secretary-Treasurer