



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 APRIL 12, 2018

Board Members Present : Mark Allen, Janice R. Carr, Ernie Gonzales, K. Jack Kooyoomjian, Ph.D., Paul E. Ruecker, David Rutherford, 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, Lake Akinkugbe, Audrey Arnold, Kathy Bentz, Andrew Cockram, Kipp Hanley, April Bean and Kim Murray.

Legal Counsel : Mark Viani

Absent : Joyce P. Eagles

Guests : Rosalind and James Jeffries; John Davis and Jay Kirk/Brown and Caldwell; Greg Lukmire/RRMM Architects; Norm Gadzinski/HDR; Science Fair Winners and Families: Maria Chica, Anika Iyer, Thu Luong, Phi Pham, Anish Ramakrishnan, Abigail Seputro, Madeleine Seputro and Ram Venkateswason.

1. GENERAL MATTERS

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

a) Recognition of Science Fair Winners

Mr. Dickey welcomed the 2018 Service Authority winners (and their families) from the Prince William-Manassas Regional Science Fair. He commended the students on their incredible projects. Ms. Bentz thanked the students for their participation and the parents for their support; she also introduced and thanked the Service Authority judges for their involvement. Ms. Arnold read the names of the winners and their projects while Chairman Ruecker congratulated and presented the awards. Dr. Kooyoomjian, who served as a judge at the Science Fair on behalf of the Federal Water Quality Association (FWQA), read the names of the students present who also received awards from the FWQA.

b) Consideration of Approval of Minutes of March 8, 2018 Meeting

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

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

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

b) Consideration of Announcements by Staff

Mr. Dickey noted upcoming events: (1) Kidz@Work Day (April 26); (2) Special Budget Work Session (April 26); and (3) Spring Picnic (May 23). He announced the next Town Hall Meeting is scheduled for Wednesday, September 19, 2018.

c) Citizens' Time

There were no citizens in attendance who wished to speak.

2. COMMENDATIONS

a) Commendation: Michael Davies

Mr. Dickey asked Board Members to approve the Resolution recognizing Mr. Davies' 30 years and seven months of service.

Motion : Mr. Gonzales moved that the Prince William County Service Authority Board of Directors hereby commends Mr. Michael Davies for his exceptional service to the customers of the Prince William County Service Authority and conveys best wishes for happiness in his retirement.

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

b) Commendation: Rosalind Jeffries

Mr. Dickey shared comments about Mrs. Jeffries and her 27 years of work at the Service Authority, and wished her all the best in retirement. He read her Resolution and asked Board Members to approve the Resolution as presented.

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

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

Mrs. Jeffries addressed the Board, Executive Management, and Senior Staff, thanking them for the opportunity to work at the Service Authority and for everything the Board Members do for the employees. She thanked Mr. Dickey, Ms. Griffith and Senior Staff for all the years of working together.

3. ACTION MATTERS

a) Approval to Add Projects in FY 2019 to the Approved FY 2018 – FY 2022 Capital Improvements Program

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

Motion : Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby approves the additional fourteen new projects (referenced in the attachment to the Resolution) in FY 2019 not listed in the approved FY 2018 – FY 2022 Capital Improvements Program.

Second : Dr. Kooyoomjian

Mr. Gonzales asked if the projects have been pre-briefed to the Board. Mr. Dickey replied that some projects were discussed previously. He advised staff will return to the Board for approval before each project is awarded. Discussion was held. Mr. Rutherford asked if Virginia American Water Company (VAWC) will contribute to the additional Occoquan River water main crossing. Mr. Dickey responded that he and Ms. Griffith recently met with representatives from Fairfax Water and VAWC; Mr. Dickey advised VAWC representatives that the Authority expects them to pay their fair share of the project.

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

b) Approval of Three Basic Ordering Agreements for General Management and Engineering Services

Mr. Dickey advised Authority staff would like to contract with three firms for consulting services: Brown and Caldwell, Stantec Consulting Services, Inc. and Arcadis U.S., Inc. He asked Board Members to approve the Resolution as presented.

Motion : Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby approves the Basic Ordering Agreements for Brown and Caldwell, Stantec Consulting Services, Inc. and Arcadis U.S., Inc. and authorizes the General Manager to execute the contracts.

Second : Mr. Gonzales

Dr. Kooyoomjian advised it is good to plan ahead with these contracts and the flexibility they will allow for Authority projects.

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

4. GENERAL MANAGER'S REPORT

a) Spittle Annex Options: Mr. Greg Lukmire with RRMM Architects reviewed Option 3, 4 and 5, which were originally presented to the Board at the March 8, 2018 meeting. Mr. Dickey recommended Option 3 to Board Members, as it is the lowest cost and the least disruptive. It also has the smallest footprint and will have minimal impact to operations during construction. Mr. Ruecker noted Option 3 gives the Authority the space it needs more quickly. Dr. Kooyoomjian expressed his agreement with selection of Option 3; he believes it makes long-term economic sense. Mr. Dickey advised Option 3 also works well for the next 15-20 years, allowing time to plan for a centrally-located (mid-county) operations facility. Mr. Gonzales asked if the capacity of the Auxiliary Building is maximized; Mr. Dickey answered that it is. Discussion was held comparing Options 3 and 5. Mr. Pannell advised moving Operations and Maintenance (O&M) staff to a temporary facility (in order to tear down and rebuild the auxiliary building) would be extremely disruptive; staff has looked for space and has found no optimal sites for the Authority's needs. O&M staff would therefore prefer to remain in the existing Auxiliary Building until a new building is made available. Mr. Ruecker asked which Board Members were in favor of selecting Option 3: Messrs. Allen, Kooyoomjian, Ruecker, Rutherford, Voggenreiter voted in favor of Option 3. Mr. Gonzales opposed the selection of Option 3. Mrs. Carr voted for Option 5.

b) Copies of the updated Frequently Asked Questions (FAQs) for the Fairfax Water eastern Prince William County water line project were distributed to Board Members. Mr. Dickey advised the project is scheduled to run from April 16-19, but is expected to only take three days. In the event of a break during the repair, Mr. Dickey said the likelihood of anything happening (in the way of water loss) would be minimal. The Authority is maxing the water levels in its surrounding tanks.

c) Mr. Dickey asked Board Members to approve a letter (requested by Fairfax Water) from the Authority asking Fairfax Water to build a redundant (third) line under the Occoquan River. The Authority will ask Virginia American Water Company (VAWC) to pay its fair share of the project (which is \$3-4 million for VAWC and \$9-12 million for the Authority; total of \$13-16 million for the project). Board Members approved sending the letter as proposed. Mr. Pannell explained maintenance has been performed previously on both the existing 42" and 30" lines, with no breaks. There have been two small leaks on the Prince William County side of the line; both were repaired.

d) Mr. Dickey provided updates on changes to the Virginia water regulations. The Virginia Department of Health (VDH) is currently the entity that monitors safe yield and grandfathering; VDH is proposing to turn responsibility over to the Department of Environmental Quality (DEQ) for those issues. Safe yield is proposed to be removed from the regulations. Questions still remain about grandfathering. Mission H2O asked Mr. Dickey to participate in the safe yield negotiation with VDH and DEQ. Mrs. O'Quinn, the Authority's legislative affairs director, is attending a Mission H2O meeting on Friday, April 13.

e) Community Outreach staff's abstracts for the Educational Outreach Program and the Water Academy were both accepted for presentations at WaterJAM 2018. Additionally, Audrey Arnold, Education & Outreach Assistant, is presenting a session about the Water Academy at the Universities Council on Water Resources (UCOWR) National Conference in Pittsburgh in June.

f) Our Water Quality Laboratory passed 100% of all drinking water parameters tested in a Water Supply study. This is a certification requirement and it shows the quality of the work of our staff.

g) Mr. Dickey notified Board Members that Supervisor Ruth Anderson and her staff are touring the Occoquan Forest Wastewater Treatment Plant site on Thursday, May 10. Dr. Kooyoomjian will join them; Authority staff will lead the tour.

h) Mr. Dickey advised that Mr. Beidas attended the annual Occoquan Forest Owners' Association (OA) meeting on April 29 to review the two sewage pump station improvements in the community; the OA president signed the MOU and the easements. Mr. Beidas advised the Authority will go into the bidding phase very soon. The OA Board asked the Authority not to start construction activities until after Labor Day due to heavy usage within the community of the Occoquan Reservoir.

i) Mr. Beidas met with the Heritage Hunt Homeowners Association (HOA) Board of Directors on April 4 to discuss direction of the project and alignment of the force main through the community. Mr. Beidas reported he showed the board members how the final alignment of the force main minimizes impact to the golf course and avoids sidewalks, landscaping and other amenities. Mr. Beidas is waiting for the board's comments on the MOU which his staff delivered to them in June 2017. The board committed to sending their comments very soon.

j) Mr. Beidas is also attending a Four Seasons HOA meeting on May 1. He will review the proposed Montclair design/build improvements. Mr. Ruecker is attending a pre-meeting on this matter with Supervisor Caddigan on April 23. Mr. Beidas advised Authority staff will meet with the HOA on April 20 to review the draft Memorandum of Understanding staff has been working on.

k) Mr. Dickey advised the Authority is involved with the Montclair dam project. Staff is trying to do some work in coordination with another project at the dam. Mr. Ruecker asked if staff is in communication with the other contractor; Mr. Beidas answered yes, the Authority issued a utility permit for the sewer portion of the work, and a pre-construction meeting has already taken place.

l) Fume Hoods: Mr. Dickey reported this work is going well and is on schedule for completion by the end of June 2018.

m) Mr. Dickey notified Board Members the Authority received a request from a county Supervisor to loan some of the water art to the Ferlazzo Building for display. (Normally, the water art is hung in Authority facilities.) Mr. Dickey asked Board Members for their decision on the request. Proper credit would be given to the SA – and the artist – via plaques on the artwork. Mr. Howell noted staff already plans

to place those types of plaques on the winning artwork from the 2018 Water Art Invitational. Board Members had no objections to the Authority loaning artwork in response to the request from the Supervisor.

n) Mr. Dickey reminded Board Members of the special Budget Work Session on Thursday, April 26. Copies of the FY19-20 budget highlights were shared with Board Members. Mr. Dickey explained the additional personnel needs. He asked the Board to give him sufficient latitude in the personnel expense budget so that FTE (full time equivalent) limitations do not negatively impact operations, understanding that he would still operate efficiently and within the budget. Discussion was held. Board Members approved that the budget will not include an FTE limit. The FY19-20 Budget will be prepared accordingly.

o) 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 § 2.2-3711A3 with respect to Acquisition/Disposition of Real Property; § 2.2-3711A6, Procurement; and § 2.2-3711A7, Litigation.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Carr noted she was impressed with the Science Fair winners.

Mr. Allen thanked Mr. Beidas and his staff for their work and updates provided on Heritage Hunt.

Mr. Voggenreiter recently attended his first Service Authority public meeting [about Sudley Road]. He reported the meeting moved quickly and smoothly, and he commended Ms. Bentz on her leadership at the meeting.

Mr. Rutherford echoed Mrs. Carr's comments about the Science Fair winners; he thought the children were amazing. He also asked if the number of water main breaks stayed down in March; Mr. Pannell answered they did.

Mr. Gonzales thanked staff for responding to an inquiry (about hydrant flushing). Mr. Dickey advised staff made changes to the caller ID so the calls reflect as being from the 703 (local) area code.

Dr. Kooyoomjian added he was impressed with the judging at the Science Fair and commended the "bright young people." He thanked staff for the timely letter regarding the Occoquan River crossing [Fairfax Water main project] which enabled him to respond quickly to Supervisor Anderson's staff when they asked about the project. Dr. Kooyoomjian advised he looks forward to Supervisor Anderson's tour of the Occoquan Forest Wastewater Treatment Plant site on May 10. He shared a flyer about the Prince William Committee of 100's next meeting on April 18; the topic is, "The economic impact of the military in Prince William County." He also shared information about the Federal Water Quality Association's meeting on April 26. He will give the flyer to Ms. Murray to email to Board Members.

Mr. Ruecker expressed kudos to Ms. Bentz and Ms. Arnold on their work on the Science Fair event.

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 9:14 PM for the purpose of discussing Acquisition/Disposition of Real Property under § 2.2-3711A3; Procurement under § 2.2-3711A6; and Litigation under § 2.2-3711A7, and requested a motion for same.

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

Upon conclusion of the closed meeting at 10:02 PM and in compliance with the Freedom of Information Act, a motion was made by Mrs. Carr and seconded by Mr. Voggenreiter 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 § 2.2-3711A3 with respect to Acquisition/Disposition of Real Property; § 2.2-3711A6, 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,

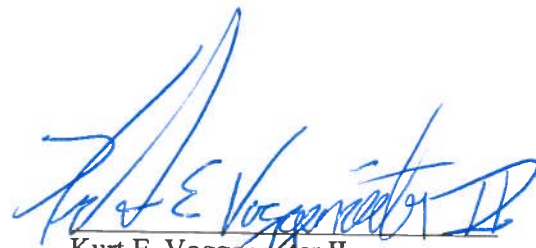
WHEREAS, § 2.2-3712 of the Code of Virginia requires a certification by the Prince William County Service Authority Board of Directors that such closed meeting was conducted in conformity with Virginia law;

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

9. ADJOURNMENT

The meeting adjourned at 10:03 PM.


Kurt E. Voggenreiter II
Secretary-Treasurer