



# 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 JULY 12, 2018

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

Staff : Dean E. Dickey, Lyle Beefelt, Samer Beidas, Keenan Howell, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Don Pannell, Brandon Pfleckl, Jim Pflugshaupt, Debbie Maxwell, Doug Shoop, April Bean and Kim Murray

Legal Counsel : Mark Viani

Guests : Angela Essner and John McGettigan/Greeley & Hansen; John Davis/Brown and Caldwell

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### 1. GENERAL MATTERS

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

a) Consideration of Approval of Amended Agenda

With no objections from Board Members, Chairman Ruecker announced approval of the Amended Agenda, a copy of which was provided at Board Members' places.

b) Consideration of Approval of Minutes of June 13, 2018 Meeting

Chairman Ruecker called for approval of the Minutes of the June 13, 2018 Board meeting.

Motion: Dr. Kooyoomjian moved to approve the Minutes of the June 13, 2018 Board meeting.

Second: Mr. Gonzales

Ayes : Kooyoomjian, Gonzales, Carr, Eagles, Ruecker, Voggenreiter

Abstain: Allen, Rutherford

c) Consideration of Announcements by Staff

Mr. Dickey wished a happy birthday to Mr. Voggenreiter (July 23). He also noted the following item at Board Members' places: (1) Hard copy of additional agenda item – 3.g), Approval of Water Quality Credit Exchange Agreement with Prince William County.

d) Citizens' Time

There were no citizens in attendance who wished to speak.

2. COMMENDATION

a) Commendation: John Roseberry

Mr. Dickey asked Board Members to approve the Resolution recognizing Mr. Roseberry's 10 years and one month of service.

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

Second: Mrs. Eagles

The motion passed by a unanimous vote.

3. ACTION MATTERS

a) Approval of Agreement for a Construction Contract with D&M Painting Corporation for the Airport Water Storage Tank Rehabilitation Project

Mr. Dickey noted the Airport tank is located in Lake Ridge in the Occoquan Magisterial District, and asked Board Members to approve the Resolution.

Motion: Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby approves and authorizes the General Manager to execute the agreement with D&M Painting Corporation for the Airport Water Storage Tank Rehabilitation Project.

Second: Mrs. Eagles

Dr. Kooyoomjian noted D&M has also repaired and painted other tanks in the Authority's system; it also houses the local HAM operator club's equipment as well as cell phone antennae. Discussion followed about the size of the Service Authority logo on the tank, as well as the possibility that the Prince William Board of County Supervisors may request that the Authority place the Prince William County (PWC) wordmark on the tank. Board Members chose to put the Service Authority logo on the Airport water storage tank at full size with the understanding that, in accordance with Service Authority Board of Directors' previous guidance, if the Prince William Board of County Supervisors requests a special logo or lettering, Authority staff shall present the request to the Service Authority Board of Directors for consideration.

The motion passed by a unanimous vote.

b) Approval of the Prince William County Service Authority's Water Storage Tank Logo Policy

Mr. Dickey asked Board Members to reaffirm the Board's previous direction in a Policy, which includes a case-by-case consideration of each tank and requirement to consider the Prince William Board of County Supervisors' guidance on County logos or wordmarks.

Motion: Mr. Voggenreiter moved that the Prince William County Service Authority Board of Directors hereby approves the Water Storage Tank Logo Policy.

Second: Mr. Allen

The motion passed by a unanimous vote.

c) Approval of Utility Relocation Agreement between FAM Construction, LLC and Prince William County Service Authority for the Adjustment and/or Relocation of Utility Facilities Related to the Transform 66 P3 Project

Mr. Dickey asked Board Members to approve the Resolution as presented. Board Members were provided a corrected copy of Exhibit 1 for this item's packet.

Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to execute a Utility Relocation Agreement with FAM Construction, LLC to construct 980 linear feet of 24-inch ductile iron force main between Lee Highway and I-66.

Second: Mr. Allen

Dr. Kooyoomjian noted there are at least nine phases to this project, and the current phase will take nine months. Mr. Beidas advised this is a two-phase design. The first phase has been completed; the projected completion date for construction of the current phase is the end of 2018. Staff will return to the Board with the construction proposal for the next phase, which is projected to be completed by the end of 2019.

The motion passed by a unanimous vote.

d) Approval of a Master Plan Utility Adjustment Agreement between Prince William County Service Authority and Pulte Home Company, LLC for the Installation of an 18-Inch Water Main with Carters Mill Route 55 Early Grading and Utility Plan

Mr. Dickey asked Board Members to approve the Resolution as presented. He explained this work will complete the loop to the Antioch Road tank.

Motion: Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to execute a Master Plan Utility Adjustment Agreement with Pulte Home Company, LLC for project No. SPR2018-00339 to reimburse Pulte Homes the construction cost to right size approximately 765 linear feet of 12-inch water main to 18-inch water main and to construct an additional 445 linear feet of 18-inch water main to cross John Marshall Highway.

Second: Mr. Allen

The motion passed by a unanimous vote.

- e) Approval of Task Order No. 10 to McDonough Bolyard Peck Inc. to Provide Construction Management Services during Construction of Sudley Road Water Main – Phase 1 Improvements and Antioch Road Water Main Loop Closure Projects

Mr. Dickey asked Board Members to approve the Resolution as presented. He noted this project includes both Construction Management and Construction Administration Services for two large projects.

Motion: Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Task Order No. 10 and authorizes the General Manager to execute the Project Agreement with McDonough Bolyard Peck Inc. under the Project Construction and Program Management Services Contract to provide Construction Management Services during construction of the Sudley Road Water Main – Phase 1 Improvements and Antioch Road Water Main Loop Closure projects.

Second: Mr. Allen

Dr. Kooyoomjian asked about the project's duration; Mr. Beidas confirmed it is 69 weeks.

The motion passed by a unanimous vote.

- f) Approval of Task Order No. 29 to GHD, Inc. to Provide Construction Administration Services during Construction for IFB SA-1811, Holiday Inn Sewage Pumping Station Replacement

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

Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Task Order No. 29 and authorizes the General Manager to execute the Project Agreement with GHD, Inc. to provide Construction Administration Services during construction of the Holiday Inn Sewage Pumping Station Replacement.

Second: Mr. Allen

The motion passed by a unanimous vote.

- g) Approval of Water Quality Credit Exchange Agreement with Prince William County

Mr. Dickey requested that the Board approve offering Service Authority excess nutrient credits to PWC at no cost, potentially saving the County money. He noted that the Upper Occoquan Service Authority (UOSA) had already offered such a credit to PWC from their (UOSA's) excess nutrient credits.

- Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to proceed with the execution of the attached Agreement to transfer, pursuant to that Agreement, any requested end-of-calendar-year historical nitrogen, phosphorus, and total suspended solids surplus credits to Prince William County for its use in MS4 program compliance.
- Second: Mrs. Carr

Dr. Mahieu explained the Service Authority's Total Nitrogen Credits, and answered questions. Mr. Dickey asked Board Members to approve the Resolution as presented.

The motion passed by a unanimous vote.

#### 4. GENERAL MANAGER'S REPORT

a) Dr. Mahieu showed photos of the old and new laboratory fume hoods and explained the work that was performed.

b) Board Members discussed logo placement on the Gainesville water storage tank as well as the date by which the contractor would require a final decision about the placement of the logo on the tank. Per Mr. Voggenreiter, Supervisor Lawson advised him that the Prince William Board of County Supervisors would be meeting the following week and planned to discuss this matter at that meeting. After further discussion, Mrs. Eagles moved, and Dr. Kooyoomjian seconded, to put the Service Authority logo at 75% scale on the Gainesville water storage tank, with the understanding that, in accordance with Service Authority policy, if the Prince William Board of County Supervisors requests a special logo or lettering for the tank, Authority staff shall present the request to the Service Authority Board for consideration. The motion passed by a unanimous vote.

c) Mr. Dickey announced a new interactive map of Capital Improvements Program (CIP) projects that is now on the Authority's website. He noted that links to two articles about this interactive map were emailed to Board Members earlier today. The new map has been popular on the Authority's social media sites.

d) 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 § 2.2-3711A3, Acquisition of Real Estate; and § 2.2-3711A6, Expenditure of Public Funds.

#### 6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Carr reported she has attended two of the Water Academy sessions and has enjoyed them very much. She wished everyone a great summer.

Mrs. Eagles noted she has also attended two of the Water Academy sessions; she said the presentations are informative and the students seem to enjoy the material. Mrs. Eagles thanked Ms. Paula Dozier for her assistance with a customer issue.

Mr. Allen thanked staff for their continued assistance and for their thoughts and concerns on a personal issue.

Mr. Voggenreiter wished everyone a happy summer.

Mr. Rutherford congratulated staff on the thorough and well-thought-out Board package this month.

Mr. Gonzales expressed interest in how Mr. Dickey sees the new legislature addressing some of the Authority's issues. At Mr. Gonzales' request, Mr. Dickey replied that he and Mrs. O'Quinn will address the Board regarding legislative issues at a future Board meeting.

Dr. Kooyoomjian commended Mr. Kipp Hanley for writing an excellent article for *TAP into Virginia* magazine; he also stated *The Pipeline* (customer newsletter) is very informative and good public outreach (via the billing statements) for the Authority's customers. Dr. Kooyoomjian wished everyone a great summer.

Mrs. Eagles added that the Audit Committee will receive six packets in August from the companies who are bidding to be the Authority's auditors; the final decision will be made in September.

Mr. Ruecker asked for the status of the Spittle Annex design; Mr. Beidas explained staff is negotiating the scope of work and the fee, and preparing the contract to be presented to Board Members at the September/October meeting. Mr. Ruecker also asked when the work at Four Seasons will begin; Mr. Beidas advised the Authority will issue the Request for Proposal within the next 30-45 days to the two short-listed firms so they may prepare their proposals and Guaranteed Maximum Price. Mr. Dickey noted it will be a while before the work begins. Mr. Ruecker inquired about work being done in his neighborhood; Mr. Pannell answered that the work on the sanitary sewer pipeline is complete.

#### 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 8:39 PM to discuss Acquisition of Real Estate under Code of Virginia § 2.2-3711A3, and Expenditure of Public Funds under § 2.2-3711A6, and requested a motion for same.

Motion: Mr. Voggenreiter  
Second: Mrs. Eagles

The motion passed by a unanimous vote.

Upon conclusion of the closed meeting at 9:03 PM, and in compliance with the Freedom of Information Act, a motion was made by Mrs. Eagles and seconded by Mr. Rutherford 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, Real Estate, and § 2.2-3711A6, Expenditure of Public Funds.

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.

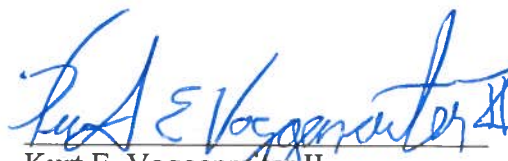
Motion: Mrs. Eagles  
Second: Mr. Rutherford

The motion passed by a unanimous vote.

Messrs. Rutherford and Gonzales asked Mr. Dickey to reconsider the policy of Board Members only being allowed to call into Board meetings by telephone twice per year. Mr. Dickey advised he believes the terms are contained in the state code. Mr. Viani will inquire as to whether the state code has been updated.

9. ADJOURNMENT

The meeting adjourned at 9:06 PM.

  
Kurt E. Voggenreiter II  
Secretary-Treasurer