



Service Authority

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

Dean E. Dickey, General Manager
Leslie A. Griffith, Deputy General Manager
Don W. Pannell, P.E., Deputy General Manager, Planning & Program Management
Evelyn Mahieu, Ph.D., Chief Operations Officer
Astrid B. Nelson, Chief Financial & Business Operations Officer

MINUTES OF BOARD OF DIRECTORS MEETING OF SEPTEMBER 12, 2019

Board Members Present: Mark Allen, Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., Marlo Thomas Watson, Paul E. Ruecker, David A. Rutherford (via telephone), Alex Vanegas 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, Tony Piccione, Doug Shoop, Jeanetta Williams, April Bean, Rachel Carlson, Debbie Maxwell, Brian Sipes and Kim Murray.

Legal Counsel : Mark Viani.

Guests : Jay Kirk/Brown and Caldwell.

Mr. Rutherford called into the meeting via telephone at 7:24 PM in an observer capacity; he was not sitting as a participating member of the Board for purposes of quorum, discussion or voting.

1. GENERAL MATTERS

Chairman Ruecker called the meeting to order at 7:30 PM and welcomed Mrs. Thomas Watson to the Board of Directors.

a) Approval of Minutes of July 11, 2019 Meeting

Chairman Ruecker called for approval of the Minutes of the July 11, 2019 Board meeting.

Motion: Dr. Kooyoomjian moved to approve the Minutes of the July 11, 2019 Board meeting.
Second: Mr. Voggenreiter

The motion passed by a unanimous vote.

b) Consideration of Announcements by Staff

i. Mr. Dickey welcomed Mrs. Thomas Watson as the Neabsco District Representative to the Service Authority (SA) Board of Directors; he also wished her a happy belated birthday.

ii. Mr. Dickey noted the following items at Members' places: (1) "I'm a Tap Water Fan" and two new SA T-shirts; (2) Two articles and Supervisor Anderson's handout on the proposed "Harbor Drive Community Park."

iii. Announcement of Promotions: Mr. Dickey announced Mrs. Ari Nelson is Chief Financial and Business Operations Officer; Dr. Evelyn Mahieu is Chief Operations Officer; Mr. Don Pannell is Deputy General Manager, Planning and Program Management; Mr. Doug Shoop is Director of Operations and Maintenance; and Mr. Tony Piccione is Director of Information Technology.

c) Citizens' Time

Mr. David Rutherford (via telephone) congratulated all on their promotions. He also welcomed Mrs. Thomas Watson to the Board. Mr. Rutherford congratulated staff on the NACWA (National Association of Clean Water Agencies) Platinum 10 Award.

2. PRESENTATION

a) Presentation: NACWA "Platinum 10" Peak Performance Award

Chairman Ruecker presented the NACWA 2018 "Platinum 10" Peak Performance Award to Mrs. Rachel Carlson, Water Treatment Plant Superintendent at the H.L. Mooney Advanced Water Reclamation Facility (Mooney AWRF) in recognition of 10 consecutive years of operations with no violations, and congratulated staff for the outstanding work at the plant.

3. ACTION MATTERS

a) Approval of a Master Plan Utility Adjustment Agreement between Prince William County Service Authority and NOVA Mango Farms, LLC for Design and Construction of Sanitary Sewer Betterments in the Piney Branch Sewershed

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 Master Plan Utility Adjustment Agreement between Prince William County Service Authority and NOVA Mango Farms, LLC for Sanitary Sewer Betterments in the Piney Branch sewershed and authorizes the General Manager to execute the Agreement to reimburse NOVA Mango Farms, LLC \$1,067,830, plus a five percent (5%) contingency in the amount of \$53,392, for a total authorization not to exceed \$1,121,222. The Board's approval will be required if the actual cost exceeds this authorization.

Second: Dr. Kooyoomjian

Discussion was held.

The motion passed by a unanimous vote.

4. GENERAL MANAGER'S REPORT

a) Mr. Dickey congratulated Mrs. O'Quinn on her appointment as Vice Chair of the Virginia Section of the American Water Works Association Water Utility Committee.

b) Mr. Dickey advised Board Members of an upcoming Senior Leadership Team Workshop (October 28-30, 2019) including the cost. He explained with the recent promotions and succession planning, it is important to ensure the organization is prepared for the future. The workshop will be conducted by Dyer Global Solutions (at an offsite location in Woodbridge). Mr. Dickey described the training. Chairman Ruecker acknowledged the workshop is a great idea; Board Members supported the workshop as well.

c) Code of Ethics and Related Matters (Policy): Mr. Dickey advised Board Members will receive a copy of the updated policy (after the meeting) for review and consideration; he will request their vote at the October Board Meeting.

d) Mr. Dickey asked Board Members to approve increasing the maximum project fee for architectural and professional engineering term contracts from \$1 million to \$1.75 million. The Code of Virginia establishes a maximum project fee of \$2.5 million. The SA has determined that consolidating engineering work for similar projects into a single project agreement is consistent with the SA's objectives of efficient and effective architectural and professional engineering contracting for capital projects.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby increase the maximum fee for a single project agreement under its architectural and professional engineering term contracts from \$1 million to \$1.75 million.

Second: Mr. Vanegas

Discussion was held.

The motion passed by a unanimous vote.

e) Executive Office Renovations: Mr. Dickey discussed with Board Members about making executive office renovations to accommodate recently promoted staff. By doing so, the entire Executive Team would be located in the same suite. Discussion was held. Board Members approved making the renovations now. Mr. Dickey advised the actual cost estimate will be provided to the Board at a later date.

f) Mr. Dickey advised a Closed Meeting would be needed.

5. ATTORNEY'S TIME

Mr. Viani confirmed a Closed Meeting needs to be held under Codes of Virginia § 2.2-3711A1, Personnel; § 2.2-3711A6, Expenditure of Public Funds; § 2.2-3711A7, Litigation; and § 2.2-3711A19, Public Safety.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Thomas Watson expressed that she is happy to be back at the SA and serving on the Board of Directors.

Mrs. Eagles welcomed Mrs. Thomas Watson to the Board; she also visited with Mrs. Carr recently, who wanted her to say "Hello" to everyone on her behalf.

Mr. Allen welcomed Mrs. Thomas Watson.

Mr. Voggenreiter added his welcome to Mrs. Thomas Watson.

Mr. Vanegas thanked Mr. Pannell for keeping him apprised of an issue regarding a customer inquiry.

Dr. Kooyoomjian shared his welcome to Mrs. Thomas Watson as well.

Mr. Ruecker congratulated staff on their promotions. He shared his thanks to SA employees on resolving a low water pressure issue at his home.

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 8:03 PM to discuss Personnel under Code of Virginia § 2.2-3711A1; Expenditure of Public Funds under § 2.2-3711A6; Litigation under § 2.2-3711A7; and Public Safety under § 2.2-3711A19, and requested a motion for same.

Motion: Mr. Vanegas
Second: Mrs. Eagles

The motion passed by a unanimous vote.

Upon conclusion of the closed meeting at 8:52 PM, and in compliance with the Freedom of Information Act, a motion was made by Mr. Vanegas and seconded by Mrs. Thomas Watson 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 Codes of Virginia § 2.2-3711A1, Personnel; 2.2-3711A6, Expenditure of Public Funds; § 2.2-3711A7, Litigation; and § 2.2-3711A19, Public Safety.

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. Vanegas
Second: Mrs. Thomas Watson

The motion passed by a unanimous vote.

9. ELECTIONS

Led by general counsel Mark Viani, Board Members followed standard procedures for elections.

Mr. Viani advised the current officers' terms have expired and explained the process by which the elections would be held. Mr. Viani asked for a motion to open the floor for nominations for the Office of Chairman.

Motion: Mr. Ruecker moved to open the floor for nominations for the Office of Chairman.
Second: Mr. Vanegas
Vote : By Acclamation

Mr. Ruecker nominated Dr. Kooyoomjian for the Office of Chairman.
Mr. Vanegas seconded the nomination.

Motion: Mr. Ruecker moved to close the floor for nominations for the Office of Chairman.
Second: Mr. Voggenreiter
Vote : By Acclamation

Vote for the Office of Chairman: By a vote of Acclamation, Mr. Viani announced Dr. Kooyoomjian is Chairman.

Mr. Viani asked for a motion to open the floor for nominations for the Office of Vice Chairman.

Motion: Mr. Vanegas moved to open the floor for nominations for the Office of Vice Chairman.
Second: Mr. Ruecker
Vote : By Acclamation

Mr. Vanegas nominated Mrs. Eagles for the Office of Vice Chairman.
Mr. Voggenreiter seconded the nomination.

Motion: Mr. Ruecker moved to close the floor for nominations for the Office of Vice Chairman.
Second: Mr. Vanegas
Vote : By Acclamation

Vote for the Office of Vice Chairman: By a vote of Acclamation, Mr. Viani announced Mrs. Eagles is Vice Chairman.

Mr. Viani asked for a motion to open the floor for nominations for the Office of Secretary-Treasurer.

Motion: Mr. Ruecker moved to open the nominations for the Office of Secretary-Treasurer.
Second: Mr. Voggenreiter
Vote : By Acclamation

Mrs. Eagles nominated Mrs. Thomas Watson for the Office of Secretary-Treasurer. Mr. Vanegas seconded the nomination.

Motion: Mr. Ruecker moved to close the floor for nominations for the Office of Secretary-Treasurer.
Second: Mr. Vanegas
Vote : By Acclamation

Vote for the Office of Secretary-Treasurer: By a vote of Acclamation, Mr. Viani announced Mrs. Thomas Watson is Secretary-Treasurer.

Mr. Viani congratulated the new officers for the next year (2019-2020): K. Jack Kooyoomjian, Ph.D., Chairman; Joyce Eagles, Vice-Chairman; and Marlo Thomas Watson, Secretary-Treasurer.

10. ADJOURNMENT

The meeting adjourned at 9:00 PM.



Marlo Thomas Watson
Secretary-Treasurer