

4 County Complex Court  
P. O. Box 2266  
Woodbridge, VA 22195-2266

Phone (703) 335-7900  
Fax (703) 335-7905  
www.pwcsa.org



# 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 SEPTEMBER 13, 2018

Board Members Present: Mark Allen, Janice R. Carr, Joyce P. Eagles, 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, Theresa O'Quinn, Don Pannell, Brandon Pfleckl, Jim Pflugshaupt, Kathy Bentz, Rachel Carlson, John DeRosa, Zvi Gruenspecht, John Jones, Glenn Pearson, Brian Sipes, Shannon Spence, April Bean and Kim Murray

Legal Counsel : Mark Viani

Guests : Jay Kirk/Brown and Caldwell; Don and Kathie Lauzon; Mike Garcia and Jean Brouillette/Michael Garcia Construction; John McGettigan/Greeley and Hansen.

Absent : Ernie Gonzales

---

### 1. GENERAL MATTERS

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

a) Consideration of Approval of Minutes of July 12, 2018 Meeting

Chairman Ruecker called for approval of the Minutes of the July 12, 2018 Board meeting.

Motion: Dr. Kooyoomjian moved to approve the Minutes of the July 12, 2018 Board meeting.

Second: Mr. Voggenreiter

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

Absent: Gonzales

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

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

Motion: Mrs. Carr moved to approve the Minutes of the August 8, 2018 Board meeting.  
Second: Mr. Rutherford  
Ayes : Carr, Rutherford, Allen, Eagles, Kooyoomjian, Ruecker, Voggenreiter  
Absent: Gonzales

c) Consideration of Announcements by Staff

Mr. Dickey introduced Mr. Brian Sipes, Deputy Director of Finance, and Mr. Zvi Gruenspecht, Emergency Preparedness and Security Manager. Mr. Dickey provided a brief update on the Authority's hurricane preparation. He noted the following items at Board Members' places: (1) *The Pipeline* – Fall Edition; (2) a full-sized copy of the last page of action matter item 3.b); and (3) the Authority's FY2019 Business Goals Report. Mr. Dickey announced that Copywriter Kipp Hanley received a trophy for his entry in *Water Environment & Technology Magazine's* "Watershed Moments" photo contest. The photo will be featured in a future issue of the magazine. Mr. Dickey noted the Authority's next Town Hall Meeting is scheduled for Wednesday, September 19 at 8:00 AM in the Spittle Building Lobby. Finally, Mr. Dickey reported the Audit Committee met recently. Mrs. Eagles confirmed the Committee selected a new auditor.

d) Citizens' Time

There were no citizens in attendance who wished to speak.

2. PRESENTATION

a) Presentation: National Association of Clean Water Agency's (NACWA) "Platinum 9" Peak Performance Award

Chairman Ruecker presented the NACWA 2017 "Platinum 9" Peak Performance Award to Mrs. Rachel Carlson, Water Reclamation Operations Manager at the H.L. Mooney Advanced Water Reclamation Facility (Mooney AWRP). Mr. Dickey noted the Mooney AWRP won the NACWA Platinum 9 Award in recognition of nine consecutive years of operations with no violations, and congratulated the staff's outstanding work at the plant.

3. ACTION MATTERS

a) Approval of Placement of Prince William County Wordmark on Airport Tank

Mr. Dickey advised County staff requested to put the County's wordmark on the Airport Tank, and he asked Board Members to approve the Resolution.

Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves the placement of the PWC wordmark on the Airport water storage tank.

Second: Mr. Voggenreiter

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

Absent : Gonzales

b) Approval of Agreement for a Task Order to Dewberry Engineers, Inc. for the Bull Run Service Area Well Development Project

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 updated WSUP-111 CIP Project Data Sheet and authorizes the General Manager to execute the Agreement for a Task Order to Dewberry Engineers, Inc. for the Bull Run Service Area Well Development Project.

Second: Mr. Voggenreiter

Mr. Rutherford noted the project cost is high for such a small customer base; he asked if staff had considered an alternative that would extend water from Dominion Valley to Evergreen and Bull Run Mountain. Mr. Dickey advised the alternative was investigated, and the last estimated cost was \$23 million for a 20-year lifecycle, which is much higher than the well development project.

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

Absent : Gonzales

c) Approval of Agreements for Two Construction Contracts to American Contracting & Environmental Services, Inc. for IFB SA-1818, H.L. Mooney Water Reclamation Improvements - Bundled Project Construction Contract, Project A: Modifications to Controls and Process (C&P) Building and Project B: Switchgear Building Hardening

Mr. Dickey advised Board Members that there was an administrative error in one of the contracts. Since this is a critical project, he asked Board Members to approve the resolution and authorize Mr. Dickey to make the administrative corrections and sign the contract.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby approves and authorizes the General Manager to execute the agreements with American Contracting & Environmental Services, Inc. for the construction of the H.L. Mooney Water Reclamation Improvements - Bundled Project Construction Contract, Project A: Modifications to Controls and Process (C&P) Building and Project B: Switchgear Building Hardening.

Second: Dr. Kooyoomjian

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

Absent : Gonzales

- d) Approval of Task Order No. 44 to Rummel, Klepper & Kahl, LLP to Provide Construction Management and Inspection Services During Construction for IFB SA-1818, H.L. Mooney Water Reclamation Improvements – Bundled Project Construction Contract, Project A: Modifications to Controls and Process (C&P) Building and Project B: Switchgear Building Hardening

Motion: Mr. Rutherford moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Task Order No. 44 and authorizes the General Manager to execute the Project Agreement with Rummel, Klepper & Kahl, LLP to provide construction management and inspection services during construction of the H.L. Mooney Water Reclamation Improvements - Bundled Project Construction Contract, Project A: Modifications to Controls and Process (C&P) Building and Project B: Switchgear Building Hardening.

Second: Dr. Kooyoomjian

Mr. Rutherford asked if Authority staff is monitoring both projects (action matters c and d); Mr. Dickey advised Ms. Spence and Authority staff monitor all projects at Mooney. Authority staff does not have the capability to conduct all of the administrative and technical work that is required with this project. Mr. Ruecker asked if the Authority has experience with Rummel, Klepper & Kahl, LLP; Mr. Dickey answered, "Yes."

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

- e) Approval of Task Order No. 30 to Dewberry Engineers, Inc. to Provide Professional Engineering Design Services for the Occoquan Forest Wastewater Treatment Plant Closure, Decommissioning and Site Restoration

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. 30 and authorizes the General Manager to execute the Project Agreement with Dewberry Engineers, Inc. to provide Professional Engineering Design Services for the Occoquan Forest Wastewater Treatment Plant Closure, Decommissioning and Site Restoration.

Second: Mrs. Eagles

Dr. Kooyoomjian asked if Board Members would receive briefings on the project design; Mr. Dickey advised he will update the Board on the project's status.

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

#### 4. GENERAL MANAGER'S REPORT

a) Mr. Dickey notified Board Members the Authority received the Virginia Senate Productivity and Quality Award (SPQA) at a luncheon at Mary Washington University on

September 12 in recognition of the performance excellence measures staff has undertaken. He will present the award at the October Board meeting.

b) FY2018 Business Accomplishments Report: Mr. Dickey advised if Board Members have no objections, staff will send copies of this report to the Prince William Board of County Supervisors (BOCS). Some members chose to deliver copies personally to their respective supervisors; others asked staff to mail the reports to their supervisors.

c) Mr. Dickey reported staff will begin sending the Service Authority Board's approved meeting minutes to the BOCS.

d) Mr. Dickey noted the Learning Catalogs for the Service Authority and the NOVA Center of Excellence were included in Board Members' August packages; he advised Mr. Jones is present at tonight's meeting should Board Members have any questions. (No questions were asked of Mr. Jones.)

e) Mrs. O'Quinn provided an update on legislative issues that are important to the Service Authority. Discussion was held. Mr. Dickey advised that additional issues may come up that will be of interest to the Board; he will keep Board Members informed of those issues.

f) Mr. Dickey advised Board Members that staff is conducting a rate study, and plans to present a proposal to the Board for a small rate increase. (The Authority has not had a rate increase for two years.) Mr. Beefelt explained the consultant is determining what the proper fund balance should be to have enough to properly recover the Authority's costs and have the cushion needed for responsible management, as well as the cost of service study. Staff would ask to hold a public hearing at the October Board meeting and then ask the Board to adopt the proposal at the November Board meeting.

g) 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 Interests, and § 2.2-3711A6, Procurement.

## 6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Carr commented on meeting the employee ("Matt") who delivered her Board package on September 7; she stated he was a delightful young man. She also thanked Ms. Murray for providing an extra copy of the FY2018 Accomplishments Report, which she will deliver to her county supervisor.

Mrs. Eagles thanked Ms. Paula Dozier for her assistance with a customer issue as well as staff who assisted with a recent concern from Supervisor Principi. She also enjoyed attending the SPQA Award luncheon yesterday. She was impressed with all the strategies that the staff has been working on for performance excellence.

Mr. Allen thanked Mr. Pannell and Mr. Beidas for their assistance with construction issues.

Mr. Voggenreiter reported on a tour his family took of the H.L. Mooney Advanced Water Reclamation Facility; he said Mr. Aldo Torrico was an "awesome" tour guide.

Mr. Rutherford congratulated staff on the SPQA Award; he asked if it puts the Authority in line for the national award. Mr. Dickey answered yes, and noted the Authority would have to obtain a waiver in doing so; he stated the Authority needs to be more mature (have more trends) before pursuing the national award.

Dr. Kooyoomjian thanked staff for their support to the Audit Committee. He congratulated staff on the SPQA and NACWA Platinum 9 awards and for their dedication to continued improvement. Dr. Kooyoomjian gave Ms. Murray a flyer for the Prince William Committee of 100 Forum on September 27 to email to Board Members. He also noted he recently found the 2013 Water Art Invitational program and commented on how it continues to be an excellent event.

Mr. Ruecker thanked staff who have worked (since May 2018) to locate a leak on his street that does not exist after all; they were all polite and cordial throughout the project. He noted residents were continuously kept apprised of the work by Authority 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 8:26 PM to discuss Acquisition of Real Estate Interests under Code of Virginia § 2.2-3711A3, and Procurement under § 2.2-3711A6, and requested a motion for same.

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

Upon conclusion of the closed meeting at 8:55 PM, and in compliance with the Freedom of Information Act, a motion was made by Dr. Kooyoomjian 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, Acquisition of Real Estate Interests, and § 2.2-3711A6, Procurement.

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

9. ELECTIONS

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

Mr. Viani requested nominations for the Office of Chairman.

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

There being no other nominations for the office, Mr. Viani called for a vote for Mr. Ruecker for the Office of Chairman.

Mr. Viani announced that by a vote of acclamation, Mr. Ruecker is elected Chairman.

Mr. Viani requested nominations for the Office of Vice Chairman.

Mr. Ruecker nominated Dr. Kooyoomjian for the Office of Vice Chairman. There being no other nominations for the office, Mr. Viani called for a vote for Dr. Kooyoomjian for the Office of Vice Chairman.

Mr. Viani announced that by a vote of acclamation, Dr. Kooyoomjian is elected Vice Chairman.

Mr. Viani requested nominations for the Office of Secretary-Treasurer.

Dr. Kooyoomjian nominated Mr. Voggenreiter for the Office of Secretary-Treasurer. Mr. Ruecker seconded the nomination.

There being no other nominations for the office, Mr. Viani called for a vote for Mr. Voggenreiter for the Office of Secretary-Treasurer.

Mr. Viani announced that by a vote of acclamation, Mr. Voggenreiter is elected Secretary-Treasurer.

10. ADJOURNMENT

The meeting adjourned at 9:00 PM.

  
Kurt E. Voggenreiter II  
Secretary-Treasurer