



Service Authority

Dr. K. Jack Kooyoomjian, Chairman
Joyce P. Eagles, Vice Chairman
Marlo Thomas Watson, Secretary-Treasurer
Mark Allen, Member
Paul E. Ruecker, 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 OCTOBER 10, 2019

Board Members Present: Mark Allen, Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., Marlo Thomas Watson, Paul E. Ruecker, David A. Rutherford, 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, Brandon Pfleckl, Tony Piccione, Doug Shoop, Jeanetta Williams, April Bean, Brian Sipes and Kim Murray.

Legal Counsel : Mark Viani.

Guests : John Davis and Jay Kirk/Brown and Caldwell; Kris Mapili/Stantec.

1. GENERAL MATTERS

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

a) Approval of Minutes of September 12, 2019 Meeting

Chairman Kooyoomjian called for approval of the Minutes of the September 12, 2019 Board meeting.

Motion: Mr. Ruecker moved to approve the Minutes of the September 12, 2019 Board meeting.
Second: Mrs. Eagles

The motion passed by a unanimous vote.

b) Consideration of Announcements by Staff

i. Mr. Dickey noted the book, *Conscious Business*, was provided at Board Members' places. (The Senior Leadership Team Workshop later this month will focus on this book.)

c) Citizens' Time

There were no citizens attending who registered to speak.

2. COMMENDATION

a) Commend: David A. Rutherford

Chairman Kooyoomjian presented Mr. Rutherford a plaque while Mr. Dickey spoke of Mr. Rutherford's nearly 25 years of combined service to the Occoquan-Woodbridge/Dumfries-Triangle Sanitary District Advisory Committee and the Prince William County Service Authority; Mr. Dickey also read the resolution commending Mr. Rutherford. Mr. Rutherford spoke of his experience with the Sanitary District Advisory Committee and the Service Authority; he also thanked his fellow Board Members and Authority staff for their work throughout the years. He shared his pride and thanks for the opportunity to serve.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby commend Mr. David A. Rutherford for his distinguished tenure and his professional and dedicated service to the customers of the Service Authority and the citizens of Prince William County, and expresses sincere appreciation and gratitude for his many contributions, and wishes him much success and happiness in his retirement.

Second: Mr. Ruecker

Ayes : Eagles, Ruecker, Allen, Kooyoomjian, Thomas Watson, Vanegas, Voggenreiter

Abstain: Rutherford

3. ACTION MATTERS

a) Issuance of Two Work Orders to AM-Liner East for Sanitary Sewer Main Line Relining using Ultraviolet Cured-In-Place Pipe (UV-CIPP)

Mr. Dickey asked Board Members to approve the Resolution.

Motion: Mrs. Thomas Watson moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to issue the two work orders to AM-Liner East for amounts not to exceed \$379,089 and \$379,416, respectively (both amounts include a five percent [5%] contingency); and, further, the total authorization for AM-Liner East will not exceed \$758,505, based on the prices shown in the unit pricing schedule.

Second: Mr. Vanegas

Discussion was held.

The motion passed by a unanimous vote.

b) Prince William County Service Authority Updated Code of Ethics and Related Matters Policy

Mr. Dickey noted the policy was presented for Board Members' consideration and action.

Motion: Mr. Vanegas moved to defer the Board's vote on the proposed Updated Code of Ethics and Related Matters Policy to the next meeting so staff can separate the Board of Directors' Code of Ethics Policy from the employees' Policy. Mr. Vanegas then amended his original motion to defer the Board's Code of Ethics and Related Matters Policy to a Board committee to review and consider the draft Policy. Mr. Dickey advised staff will prepare a draft Policy for the Board Committee's review and decision on what action needs to be taken.

Second: Mr. Ruecker

Ayes : The motion passed by a unanimous vote.

4. GENERAL MANAGER'S REPORT

a) Board Members were given copies of the Service Authority's FY2019 Business Accomplishments Report. Mr. Dickey asked if Board Members approved staff mailing copies to each member of the Prince William Board of County Supervisors; Members agreed with staff mailing the copies.

b) Mr. Dickey advised the Sentara Regional Medical Center vault project is complete; the hospital now has redundant water service.

c) Executive Office Renovations: Mr. Dickey noted the renovations will be reduced considerably to provide temporary walls and offices for staff in the executive office. The revised cost estimate is \$15,000.

d) Mr. Dickey reminded Board Members of the Continuous Improvement and Innovation Awards Expo scheduled for Wednesday, October 23 (1-3 PM) at the Grubbs Environmental Center.

e) Fluidized Bed Incinerator (FBI): Mr. Dickey noted emergency repairs are being performed on the FBI. A photo of a crane lifting the heat exchanger to the FBI was given to Board Members. Dr. Mahieu explained the work being done at the FBI.

f) Mr. Dickey read the questions that Supervisor Jeanine Lawson sent to Mr. Voggenreiter seeking the Service Authority's input regarding developing the Rural Area. Mr. Dickey read the questions and the Authority's proposed responses; hard copies of the questions and answers were given to Board Members for their review and information. Mr. Vanegas asked if we should also share the questions and answers with representatives at UOSA (Upper Occoquan Service Authority) to request their input on the questions that pertain to UOSA; Mr. Dickey advised he will do so. Mr. Dickey asked that Board Members send him any comments by Friday, October 11 at 12:00 noon. He will send the final response to Mr. Voggenreiter to share with Supervisor Lawson as soon as possible.

g) Mr. Dickey advised we will most likely need to have a Board Meeting on December 12, 2019. He asked Board Members to mark that date on their calendars.

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

5. ATTORNEY'S TIME

Mr. Viani congratulated Mr. Rutherford on his service on the Sanitary District Advisory Committee and the Service Authority Board of Directors and wished him the best in his retirement.

Mr. Viani confirmed a Closed Meeting needs to be held under Codes of Virginia § 2.2-3711A1, Personnel; § 2.2-3711A3, Real Estate; § 2.2-3711A6, Investment of Public Funds/Procurement; § 2.2-3711A7, Litigation; and § 2.2-3711A19, Public Safety.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mr. Voggenreiter congratulated Mr. Rutherford on his commendation.

Mr. Allen thanked Mr. Shoop and his team for responding quickly to an item; he also shared his congratulations to Mr. Rutherford.

Mrs. Thomas Watson added her comments and congratulations to Mr. Rutherford.

Mrs. Eagles also wished Mr. Rutherford the best; she also mentioned two water industry-related articles she read.

Mr. Vanegas thanked Mr. Rutherford for his years of service and sharing of institutional knowledge. He also gave Ms. Murray a flyer to send to Board Members.

Mr. Rutherford congratulated staff on the impressive FY2019 Business Accomplishments Report.

Dr. Kooyoomjian also thanked Mr. Rutherford for his service. He gave Ms. Murray flyers to send to Board Members.

7. ADMINISTRATIVE REPORTS

Chairman Kooyoomjian 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 Kooyoomjian announced a closed meeting at 8:25 PM to discuss Personnel under Code of Virginia § 2.2-3711A1; Real Estate under § 2.2-3711A3; Investment of Public Funds/Procurement under § 2.2-3711A6; Litigation under § 2.2-3711A7; and Public Safety under § 2.2-3711A19, and requested a motion for same.

Motion: Mr. Ruecker
Second: Mr. Vanegas

The motion passed by a unanimous vote.

Upon conclusion of the closed meeting at 8:58 PM, and in compliance with the Freedom of Information Act, a motion was made by Mr. Rutherford 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 Codes of Virginia § 2.2-3711A1, Personnel; § 2.2-3711A3, Real Estate; § 2.2-3711A6, Investment of Public Funds/Procurement; § 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;

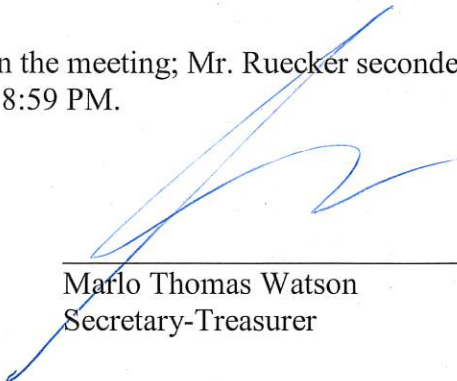
NOW, THEREFORE, BE IT RESOLVED that the Prince William County Service Authority Board of Directors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which 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. Rutherford
Second: Mr. Vanegas

The motion passed by a unanimous vote.

9. ADJOURNMENT

Mr. Rutherford moved to adjourn the meeting; Mr. Ruecker seconded. The motion passed unanimously. The meeting adjourned at 8:59 PM.



Marlo Thomas Watson
Secretary-Treasurer