



# 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  
David A. Rutherford, Member

Dean E. Dickey, General Manager  
Leslie A. Griffith, Deputy General Manager/CFO

## MINUTES OF BOARD OF DIRECTORS MEETING OF OCTOBER 11, 2018

Board Members Present : Mark Allen, Janice R. Carr, Joyce P. Eagles, Ernie Gonzales, Paul E. Ruecker, Kurt Voggenreiter II

Staff : Dean E. Dickey, Lyle Beefelt, Samer Beidas, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Don Pannell, Brandon Pfleckl, Jim Pflugshaupt, Lake Akinkugbe, Kathy Bentz, Doug Shoop and Kim Murray

Legal Counsel : Mark Viani

Guests : David Hyder/Stantec; Jay Kirk/Brown and Caldwell; Don Lauzon; John McGettigan and Eyad Mizian/Greeley and Hansen; Matt Roberts/Bean, Kinney and Korman, PC

Absent : K. Jack Kooyoomjian, Ph.D., David Rutherford

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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

Chairman Ruecker called for approval of the Amended Agenda.

Motion: Mr. Voggenreiter moved to approve the Amended Agenda.

Second: Mr. Gonzales

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

Absent : Kooyoomjian, Rutherford

b) Approval of Minutes of September 13, 2018 Meeting

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

Motion: Mrs. Eagles moved to approve the Minutes of the September 13, 2018 Board meeting.  
Second: Mr. Allen  
Ayes : Eagles, Allen, Carr, Gonzales, Ruecker, Voggenreiter  
Absent : Kooyoomjian, Rutherford

c) Consideration of Announcements by Staff

Mr. Dickey noted the following items at Board Members' places: (1) a Senate Productivity and Quality Award lapel pin; (2) the Resolution to Commend Board Member Ernie Gonzales; and (3) a flyer for the Innovation Awards Ceremony on Tuesday, October 16 at the Grubbs Environmental Center.

d) Citizens' Time

There were no citizens in attendance who wished to speak.

2. PRESENTATION/COMMENDATION

a) Presentation: United States Senate Productivity and Quality Award

Chairman Ruecker presented the United States Senate Productivity and Quality Award (SPQA) to Mr. Dickey. Chairman Ruecker called for a motion on the Resolution.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby commend the Service Authority staff for its ongoing commitment to attaining excellence and for the foresight to recognize the values of self-assessment and of independent and expert feedback, and congratulates Authority staff for its achievements in performance excellence.  
Second: Mrs. Carr  
Ayes : Eagles, Carr, Allen, Gonzales, Ruecker, Voggenreiter  
Absent : Kooyoomjian, Rutherford

Mr. Dickey stated that every employee at the Service Authority worked very hard in the achievement of this Award; he is proud of and grateful for their hard work and dedication, and for embracing the idea of pursuing performance excellence.

b) Commendation: Mr. Ernie Gonzales

Mr. Dickey called Mr. Gonzales forward and read the Resolution commending Mr. Gonzales' service on the Service Authority Board of Directors from September 2013 through October 2018. Chairman Ruecker also presented Mr. Gonzales with a plaque commemorating his service.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby commend Mr. Ernie Gonzales for his professional and dedicated service to the customers of the Prince William County Service Authority

and the citizens of Prince William County, and conveys best wishes to him in the future.

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

3. ACTION MATTERS

a) Authorize a Public Hearing to Consider Proposed Water and Sewer Rates, Fees and Charges

Mr. Dickey explained the Rate Study objectives and recommendations. He asked Board Members to approve advertising the proposed rates and fees and to set a public hearing for November 8, 2018.

Motion: Mrs. Carr moved that the Prince William County Service Authority Board of Directors does hereby signify its intent to adopt the proposed rates and fees and hereby sets the date of Thursday, November 8, 2018 for a Public Hearing to receive comments regarding the proposed rates.

Second: Mrs. Eagles

Mr. Allen requested a breakdown by magisterial district of the average customer bill and projections for the increase.

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

b) Approval to use Design/Build as a Project Delivery Method for the Sudley Road Sewer Main Replacement and Upgrade Project

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

Motion: Mr. Voggenreiter moved that the Prince William County Service Authority Board of Directors hereby approves the use of Design/Build as a Project Delivery Method for the Sudley Road Sewer Main Replacement and Upgrade Project, and authorizes the General Manager to initiate the procurement process to secure the services of the best-qualified Design/Builder.

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

c) Approval of Contract for Architectural/Engineering Design and Construction Administration Services to RRMM/Lukmire Architects for the Spittle Office Building Addition 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 contract for Architectural/Engineering Design and Construction Administration Services to RRMM/Lukmire Architects for the Spittle Office Building Addition project and authorizes the General Manager to execute the contract for design services.

Second: Mrs. Carr

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

Absent : Kooyoomjian, Rutherford

#### 4. GENERAL MANAGER'S REPORT

a) Mr. Dickey reported the Audit Committee selected an auditor; Mrs. Eagles, as Audit Committee Chairman, reported the committee selected PB Mares to continue to serve as the Authority's auditor. The Audit Committee members are Mrs. Eagles, Dr. Kooyoomjian and Mr. Voggenreiter.

b) Mr. Dickey noted October 10, 2018 was designated national "Imagine a Day without Water"; Ms. Bentz reported that staff provided Service Authority reusable water bottles to commuters at the Rippon Virginia Railway Express train station; she also showed a public service announcement video titled, "Get to Know Your H<sub>2</sub>O," which was posted on the Authority's website and social media pages.

c) Occoquan Forest Wastewater Treatment Plant: Mr. Dickey advised that staff held their kick-off meeting with the design consultant and the director of County Parks & Recreation regarding plant closure and site restoration.

d) Mr. Dickey notified Board Members that the Authority recently hosted a delegation visiting from Nigeria. The guests visited the Authority because of their interest in helping their village get access to clean water. Mr. Dickey advised staff will send the Board a photo and article, providing more information about the visit.

e) 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 § 2.2-3711A1, Personnel; 2.2-3711A3, Real Estate; 2.2-3711A6, Investment of Public Funds/ Procurement; and § 2.2-3711A7, Litigation. Mr. Viani also introduced his colleague, Matt Roberts.

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

Mrs. Carr reported she received her Board package from the same young man ("Matt") who delivered it last month; she said he left a nice note on the package in case he did not greet her in person.

Mrs. Eagles thanked the Audit Committee for their work reviewing the proposals. She thanked the gentlemen who brought umbrellas out tonight as members arrived for dinner. Mrs. Eagles also thanked staff for all of their activities and hard work. She commented on the nice presentation Mr. Dickey gave at the SPQA Award event.

Mr. Allen wished Mr. Gonzales congratulations and best wishes on his retirement. He thanked Mr. Beidas for his assistance with the Evergreen Country Club. He also thanked Mrs. Nelson and her team for their assistance with customer inquiries.

Mr. Voggenreiter congratulated staff on the SPQA award; he read some information about it online and learned how significant it is. He congratulated Mr. Gonzales as well.

Mr. Gonzales thanked his colleagues on the Board for their participation in Authority activities and for their guidance during his tenure on the Board; he also thanked staff for their hard work in many areas. He appreciated the learning curve as a member of the Board, and enjoyed seeing staff receive awards and be acknowledged for their efforts.

Mr. Ruecker thanked Mr. Gonzales for his service to the Board, and for offering interesting perspectives on issues presented to the Board. He commended staff for the SPQA award; and he thanked field staff for their extraordinary work on a street in Montclair.

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 8:15 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; and Litigation under § 2.2-3711A7, and requested a motion for same.

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

Upon conclusion of the closed meeting at 8:45 PM, and in compliance with the Freedom of Information Act, a motion was made by Mr. Voggenreiter and seconded by Mr. Allen 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 § 2.2-3711A1, Personnel; 2.2-3711A3, Real Estate; 2.2-3711A6, Investment of Public Funds/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,

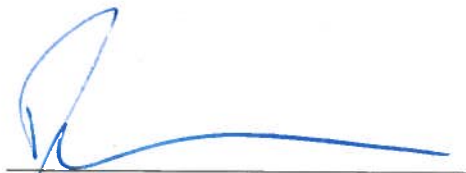
**WHEREAS**, § 2.2-3712 of the Code of Virginia requires a certification by the Prince William County Service Authority Board of Directors that such closed meeting was conducted in conformity with Virginia law;

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

9. ADJOURNMENT

The meeting adjourned at 8:46 PM.



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Kurt E. Voggenreiter II  
Secretary-Treasurer