



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
Alexander I. Vanegas, Member

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

MINUTES OF BOARD OF DIRECTORS MEETING OF NOVEMBER 8, 2018

Board Members Present : Janice R. Carr, Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., Paul E. Ruecker, David Rutherford

Staff : Dean E. Dickey, Leslie Griffith, Lyle Beefelt, Samer Beidas, Keenan Howell, Astrid Nelson, Theresa O'Quinn, Don Pannell, Brandon Pfleckl, Jim Pflugshaupt, Jeanetta Williams, Lake Akinkugbe, Dale Arrington, Lee-Anne Dandrea, Zvi Gruenspecht, Chris Hartman, Charles Huppmann, Sam Jaynes, Joel Kressler, Jonathan Okafor, Alex Pion, Doug Shoop, Brian Sipes, April Bean and Kim Murray

Legal Counsel : Mark Viani

Guests : Deborah Harrell; John Nicely; Don Lauzon; Bob Morris; John Davis and Jay Kirk/Brown and Caldwell; John McGettigan/Greeley and Hansen

Absent : Mark Allen, Kurt Voggenreiter II

1. CALL TO ORDER

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

2. PUBLIC HEARINGS

a) Adopt Water and Sewer User Rates, Fees and Charges

Chairman Ruecker opened the Public Hearing at 7:30 PM and advised that any member of the public who wishes to speak would be allotted three minutes to do so.

Chairman Ruecker advised the purpose of the Public Hearing was to consider adoption of the rates, fees and charges for 2019, 2020 and 2021 for the Prince William County Service Authority. Chairman Ruecker further advised that Notice of this Public Hearing was published in both *The Washington Post* and *INSIDE NOVA/Prince William*, newspapers having general circulation in Prince William County. The Notice appeared in *The Washington Post* newspaper on Friday, October

19, 2018 and Thursday, October 25, 2018. It also appeared in the *INSIDE NOVA/Prince William* newspaper on Friday, October 19, 2018 and Friday, October 26, 2018.

Chairman Ruecker further advised that a copy of the foregoing notice was mailed to the Prince William County Executive, the Prince William Board of County Supervisors, and the Mayors of the Towns of Dumfries, Haymarket, and Occoquan. All customers of the Prince William County Service Authority and all other interested members of the public will have an opportunity to be heard concerning the proposed rate adjustments.

Chairman Ruecker asked if there were any comments or questions from the public on this matter. No one signed up to speak. With no comments or questions, Mr. Ruecker declared the Public Hearing closed at 7:34 PM.

Chairman Ruecker called for a motion to adopt the rates, fees and charges for 2019, 2020 and 2021 to be effective on their respective dates, as provided.

Motion : Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby adopts the foregoing rates, fees and charges for 2019, 2020 and 2021 to be effective on their respective dates, as provided.

Second : Mrs. Carr

Dr. Kooyoomjian reported that when the Audit Committee met earlier today, Board Member Voggenreiter stated he supports the proposed rate structure. Mr. Rutherford stated he supports the increase for the reasons provided.

Ayes : Kooyoomjian, Carr, Eagles, Ruecker, Rutherford

Absent : Allen, Voggenreiter

3. GENERAL MATTERS

a) Approval of Minutes of October 11, 2018 Meeting

Chairman Ruecker called for approval of the Minutes of the October 11, 2018 Board meeting.

Motion : Mrs. Eagles moved to approve the Minutes of the October 11, 2018 Board meeting.

Second : Mrs. Carr

Ayes : Eagles, Carr, Ruecker

Abstain: Kooyoomjian, Rutherford

Absent : Allen, Voggenreiter

b) Consideration of Announcements by Staff

i. Mr. Dickey wished a happy birthday to Mrs. Carr (November 17);

ii. Mr. Dickey noted the following items at Board Members' places: (1) FY2018 Operational Data Card; (2) 2019 Desk and Pocket Calendars; and (3) Infographic Bill Insert.

iii. Mr. Dickey announced the following upcoming events: (1) Lake Ridge Christmas Parade on Saturday, December 8 (Community Outreach staff will participate with the Aqua Van); (2) the Authority's Annual Holiday Luncheon on Wednesday, December 12; (3) Conrad Holtslag and Rick

Visger will represent the Authority again as chefs at Gourmet Guys Give Back, a fundraiser hosted by the Chamber of Commerce and Leadership Prince William, on Sunday, December 2.

iv. Mr. Dickey told the Board the sad news of the passing of Shelly Meyer, Cashier, on October 26.

c) Citizens' Time

There were no citizens in attendance who registered to speak.

4. COMMENDATIONS/PRESENTATION

a) Commend: Ms. Deborah J. Harrell

Chairman Ruecker presented Ms. Harrell her retirement certificate as Mr. Dickey read the resolution commending Ms. Harrell for her service.

Motion : Mr. Rutherford moved that the Prince William County Service Authority Board of Directors does hereby commend Ms. Deborah Harrell for her dedicated service to the customers of the Prince William County Service Authority and the citizens of Prince William County, and expresses best wishes in her retirement.

Second : Dr. Kooyoomjian

Ayes : Rutherford, Kooyoomjian, Carr, Eagles, Ruecker

Absent : Allen, Voggenreiter

b) Commend: Mr. John Nicely

Chairman Ruecker presented Mr. Nicely his retirement certificate as Mr. Dickey read the resolution commending Mr. Nicely for his service.

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

Second : Mrs. Eagles

Ayes : Carr, Eagles, Kooyoomjian, Ruecker, Rutherford

Absent : Allen, Voggenreiter

c) Presentation: Mr. Zvi Gruenspecht, Emergency Preparedness and Security Manager

Mr. Gruenspecht gave a briefing on the Service Authority's work to maintain emergency preparedness and security at all facilities. Board Members were impressed with the information Mr. Gruenspecht provided.

5. ACTION MATTERS

a) Approval of Memorandum of Understanding between Prince William County Service Authority and Prince William Board of County Supervisors for Artwork Placement on Service Authority Water Storage Tanks

Mr. Dickey explained that the Prince William Board of County Supervisors has not yet voted on this Memorandum of Understanding (MOU). The Authority Board's vote on the MOU tonight will authorize the General Manager to sign the MOU once the Board of County Supervisors votes to approve it. Discussion followed. With no objection to changing the wording of the resolution to the following, the Chairman asked for a motion to approve the amended resolution.

Motion : Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors does hereby approve and authorize the General Manager to execute the Memorandum of Understanding between Prince William County Service Authority and Prince William Board of County Supervisors for artwork placement on Service Authority water storage tanks, and to work with the Prince William Board of County Supervisors to make such reasonable non-material changes as necessary to practically effectuate this Memorandum of Understanding.

Second : Mrs. Carr

Discussion was held.

Ayes : Kooyoomjian, Carr, Eagles, Ruecker, Rutherford

Absent : Allen, Voggenreiter

b) Approval of a Master Plan Utility Adjustment Agreement between Prince William County Service Authority and Prince William County Public Schools for the Installation of 12-Inch and 30-Inch Water Mains with the 13th High School

Mr. Dickey advised this work will strengthen the Authority's system in the western part of the county. He asked Board Members to approve the Resolution as presented.

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 Prince William County Public Schools for project No. SPR2018-00433 to reimburse the Prince William County Public Schools the design and construction costs to right size 500 linear feet of 12-inch water main to 30-inch water main, to provide an additional 1,025 linear feet of 30-inch main with the University Boulevard extension, and to provide 153 linear feet of 12-inch water main to close a system loop to Prince William County Public Schools' proposed water system.

Second : Mrs. Eagles

Discussion was held about the scope of the project.

Ayes : Carr, Eagles, Kooyoomjian, Ruecker, Rutherford

Absent : Allen, Voggenreiter

6. GENERAL MANAGER'S REPORT

a) Mr. Dickey announced Ms. Jeanetta Williams was recently promoted to Director of Enterprise Asset Management.

b) Mr. Dickey congratulated Dr. Kooyoomjian on being a 2018 Prince William County Walk of Fame Honoree.

c) Mr. Dickey recommended there be no Board meeting in December unless an emergency arises. Board Members agreed with the recommendation.

d) Mr. Dickey advised a Closed Meeting is needed.

7. ATTORNEY'S TIME

Mr. Viani confirmed a Closed Meeting needs to be held under Code of Virginia § 2.2-3711A1, Personnel; 2.2-3711A3, Acquisition of Real Estate; 2.2-3711A6, Deployment of Public Resources for Procurement; and § 2.2-3711A19, Security.

8. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Carr reported she met with Supervisor Jenkins, and provided updates on Service Authority activities; she shared that his confidence in the Service Authority remains very high. Mrs. Carr commended Community Outreach staff on their events, such as the Innovation Awards Expo and the School Superintendent's Breakfast. She also received another nice note from the Authority employee who delivered her Board package this month.

Mrs. Eagles echoed Mrs. Carr's report; she also thanked staff for handling a fire hydrant issue and road repair in Woodbridge. Mrs. Eagles reported the Audit Committee met today prior to the Board meeting; the audit is on schedule. Committee members will submit their comments on the draft Comprehensive Annual Financial Report (CAFR) by Wednesday, November 14; the CAFR will be submitted to the Board for approval to release the report at the January meeting.

Mr. Rutherford complemented Community Outreach staff on the impressive Model Water Tower Competition and thanked the Virginia Section of the American Water Works Association for their sponsorship.

Dr. Kooyoomjian thanked staff for the sympathy card sent for the loss of his mother-in-law. He appreciated the enthusiasm and dedication to continuous improvement displayed at the Innovation Awards and Expo. He enjoyed the School Superintendent's Breakfast, which he and other Board Members attended recently. Dr. Kooyoomjian reported on additional meetings and asked Ms. Murray to send the information to Board Members. He also thanked Mr. Pannell for his staff's assistance with an issue on Colby Drive.

Mr. Ruecker added his thanks to staff for their community outreach efforts. He agreed the Model Water Tower Competition was great.

9. 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.

10. CLOSED MEETING

Chairman Ruecker announced a closed meeting at 8:40 PM to discuss Personnel under Code of Virginia § 2.2-3711A1; Acquisition of Real Estate under § 2.2-3711A3; Deployment of Public Resources for Procurement under § 2.2-3711A6; and Security under § 2.2-3711A19, and requested a motion for same.

Motion : Mrs. Carr
Second : Mrs. Eagles

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

Upon conclusion of the closed meeting at 9:18 PM, and in compliance with the Freedom of Information Act, a motion was made by Mrs. Eagles and seconded by Dr. Kooyoomjian 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, Acquisition of Real Estate; 2.2-3711A6, Deployment of Public Resources for Procurement; and § 2.2-3711A19, Security.

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

11. ADJOURNMENT

The meeting adjourned at 9:19 PM.


Kurt E. Voggenreiter II
Secretary-Treasurer