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Service Authority

K. Jack Kooyoomjian, Ph.D., Chairman
Joyce P. Eagles, Vice Chairman
Marlo Thomas Watson, Secretary-Treasurer
Mark Allen, Member
Scott C. Knuth, Member
Paul E. Ruecker, Member
Alexander I. Vanegas, Member
Kurt E. Voggenreiter II, Member

Dean E. Dickey, General Manager

MINUTES OF BOARD OF DIRECTORS MEETING OF NOVEMBER 14, 2019

Board Members Present: Mark Allen, Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., Paul E. Ruecker, Marlo Thomas Watson, Alex Vanegas and Kurt Voggenreiter II.

Staff : Dean E. Dickey, Leslie Griffith, Lyle Beefelt, Samer Beidas, Kathy Bentz, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Don Pannell, Brandon Pfleckl, Tony Piccione, Doug Shoop, Jeanetta Williams, Brian Sipes, Lake Akinkugbe, April Bean and Kim Murray.

Legal Counsel : Mark Viani.

Guests : John Davis/Brown and Caldwell; David Hyder and Sandy Grey/Stantec; Scott Knuth.

1. GENERAL MATTERS

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

a) Approval of Minutes of October 10, 2019 Meeting

Chairman Kooyoomjian called for approval of the Minutes of the October 10, 2019 Board meeting.

Motion: Mr. Vanegas moved to approve the Minutes of the October 10, 2019 Board meeting.
Second: Mrs. Thomas Watson

The motion passed by a unanimous vote.

b) Consideration of Announcements by Staff

i. Mr. Dickey noted the Operational Data Cards (as of June 30, 2019) and a copy of the Occoquan Policy (which will be discussed at a future Board Meeting) were provided at Board Members' places.

c) Citizens' Time

There were no citizens attending who registered to speak.

2. PRESENTATION

a) Continuous Improvement and Innovation Awards Presentation

Ms. Griffith presented a briefing on the Continuous Improvement and Innovation Awards program which was held in October.

Mrs. Eagles praised the quality of the program and enthusiasm and knowledge of the staff. Dr. Kooyoomjian commended staff on the commitment to excellence reflected by this event.

3. ACTION MATTERS

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

Mr. Dickey asked Board Members to approve the request to authorize a public hearing to consider proposed water and sewer rates and fees. He presented the contributing factors leading to the timing and reason for the request.

A discussion was held regarding the rationale for the rate increase.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby signify its intent to adopt the above rates and charges and hereby sets the date of Thursday, December 12, 2019 at the Prince William County Service Authority Headquarters, 4 County Complex Court, Woodbridge, Virginia 22192 at 7:30 P.M. for a Public Hearing to receive comments regarding the proposed rates.

Second: Mr. Voggenreiter

The motion passed by a unanimous vote.

b) Approval of a Construction Contract to D&M Painting Corporation for the Manassas Southside Water Storage Tank Rehabilitation Project

Mr. Dickey asked the members of the Board to approve the resolution to approve the Construction Contract to D&M Painting Corporation for the Manassas Southside Water Storage Tank Rehabilitation Project. He noted the Prince William Board of County Supervisors has requested the County logo to be placed on two sides of the tank. Mr. Pannell stated the Service Authority bid this project with a separate line item for the logo cost so there would be a concise way to transfer the cost to the County.

- Motion: Mr. Vanegas moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to Approve a Construction Contract to D&M Painting Corporation for the Manassas Southside Water Storage Tank Rehabilitation Project.
- Second: Mrs. Eagles

The motion passed by a unanimous vote.

- c) Approval of Task Order No. 40 to GHD, Inc. to Provide Professional Engineering Design, Bidding, and Services during Construction for the Braemar Water Storage Tank Rehabilitation and Hoadly Water Storage Tank Fill Line Replacement

Mr. Dickey asked the Board to approve the resolution.

- Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to execute the approval of Task Order No. 40 to GHD, Inc. to provide professional engineering design, bidding, and services during construction for the Braemar Water Storage Tank Rehabilitation and Hoadly Water Storage Tank Fill Line Replacement.
- Second: Mr. Ruecker

The motion passed by a unanimous vote.

- d) Approval of Basic Ordering Agreements for Professional Engineering and Architectural Services and Construction Project and Program Management Services

Mr. Ruecker asked how the selection of Pennoni was made since they are not a local firm. Mr. Pannell stated Pennoni has provided as-built services to the Service Authority and has been on our roster and done work for us for five years. Local offices and crews perform work in the Metropolitan Washington, Maryland and Virginia area.

- Motion: Mr. Vanegas moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to Approve Basic Ordering Agreements for Professional Engineering and Architectural Services and Construction Project and Program Management Services.
- Second: Mrs. Thomas Watson

The motion passed by a unanimous vote.

4. GENERAL MANAGER'S REPORT

- a) Mr. Dickey shared John Weber, Chairman, and John di Zerega, Vice Chairman, of the Upper Occoquan Service Authority Board are resigning in December 2019.
- b) Mrs. O'Quinn reported on the Senior Leadership Team Workshop held October 28-30, 2019.

- c) Ms. Bentz reported on the Third Annual Model Water Tower Competition.
- d) Ms. Bentz shared the details for the Lake Ridge Christmas Parade at Tacketts Mill on December 14, 2019; Board Members are invited to ride on the Service Authority Aqua Van.
- e) Mr. Dickey invited Board Members to the Service Authority Annual Holiday Luncheon on Wednesday, December 18, 2019 from 11:30 AM – 1:00 PM.
- f) Mr. Dickey announced Board Members would receive a copy of the previous Ethics Policy and the draft updated Ethics Policy after the meeting.
- g) Mr. Dickey advised there will be a December 12, 2019 Board Meeting.
- h) Mr. Dickey noted a Closed Meeting would be needed.

5. ATTORNEY'S TIME

Mr. Viani wished everyone a Happy Thanksgiving.

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

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Several Board Members wished everyone a Happy Thanksgiving.

Mr. Vanegas thanked staff for all they do and the hard work they give the Service Authority and our cutomers.

Mrs. Eagles praised the Continuous Improvements and Innovation Awards program. She reported the Audit Committee met this evening and the Comprehensive Annual Financial Report is on schedule. Mrs. Eagles thanked Mr. Beidas and Mrs. Kearney for their professionalism and assistance in working with a recent developer inquiry.

Dr. Kooyoomjian shared his condolences for a former employee's wife who passed away. He praised the staff for the Continuous Improvements and Innovations Awards program; the spirit of what the Service Authority does as a high performing organization makes him proud. Dr. Kooyoomjian shared his experience at the Model Water Tower Competition and complimented the Community Outreach program and the impact they are making in Prince William County Schools. 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 8:42 PM to discuss Personnel under Code of Virginia § 2.2-3711A1; Investment of Public Funds/Procurement under § 2.2-3711A6; and Litigation under § 2.2-3711A7; 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 9:05 PM, and in compliance with the Freedom of Information Act, a motion was made by Mr. Vanegas and seconded by Mrs. Eagles 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, 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. Vanegas
Second: Mrs. Eagles

The motion passed by a unanimous vote.

9. ADJOURNMENT

Meeting adjourned at 9:07 PM.



Marlo Thomas Watson
Secretary-Treasurer