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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 DECEMBER 12, 2019

Board Members Present: Mark Allen, Joyce P. Eagles, Scott C. Knuth, K. Jack Kooyoomjian, Ph.D., Paul E. Ruecker, Marlo Thomas Watson, 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 Pflechl, Tony Piccione, Doug Shoop, Brian Sipes, Jeanetta Williams, Lake Akinkugbe, Andrew Cockram, Anne Short, April Bean and Kim Murray.

Legal Counsel : Mark Viani.

Guests : Claudia Daisley and Gordon Daisley; John Davis/Brown and Caldwell; Kris Mapiu/Stantec; Mohammed Shammel/Kimley-Horn; Kevin Wood/Dewberry.

Absent : Alex Vanegas.

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### 1. CALL TO ORDER

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

### 2. PUBLIC HEARING

#### a) Adoption of Water and Sewer Rates

Chairman Kooyoomjian opened the Public Hearing at 7:31 PM and advised that any member of the public who wished to speak would be allotted three minutes to do so.

Chairman Kooyoomjian advised the purpose of the Public Hearing was to consider adoption of the rates and charges for 2020, 2021 and 2022 for the Prince William County Service Authority (Service Authority). An independent consulting firm conducted a rate study and recommended the new rates and charges to address circumstances that adversely impacted the Service Authority's financial results and projections, including a significant increase in wholesale water rates,

record rainfall, slower than projected growth and declining consumption per account. The proposed rates allow the Service Authority to make necessary deposits to the Replacement Fund to enable investment in future infrastructure improvements. Chairman Kooyoomjian further advised that Notice of this Public Hearing was published in the *Prince William Times*, a newspaper having general circulation in Prince William County. The Notice appeared in the *Prince William Times* newspaper on Wednesday, November 20, 2019 and Wednesday, November 27, 2019.

Chairman Kooyoomjian 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 Kooyoomjian 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, Dr. Kooyoomjian declared the Public Hearing closed at 7:34 PM.

Chairman Kooyoomjian called for a motion to adopt the rates and charges for 2020, 2021 and 2022 to be effective on their respective dates, as provided.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby adopts the foregoing rates and charges for 2020, 2021 and 2022 to be effective on their respective dates, as provided.  
Second: Mr. Ruecker  
Ayes : Eagles, Ruecker, Allen, Knuth, Kooyoomjian, Thomas Watson, Voggenreiter  
Absent : Vanegas

### 3. GENERAL MATTERS

#### a) Approval of Minutes of November 14, 2019 Meeting

Chairman Kooyoomjian called for approval of the Minutes of the November 14, 2019 Board meeting.

Motion: Mr. Ruecker moved to approve the Minutes of the November 14, 2019 Board meeting.  
Second: Mr. Knuth  
Ayes : Ruecker, Knuth, Allen, Eagles, Kooyoomjian, Thomas Watson, Voggenreiter  
Absent : Vanegas

#### b) Consideration of Announcements by Staff

i. Mr. Dickey welcomed Mr. Knuth as the At-Large representative to the Service Authority's Board of Directors.

ii. Mr. Dickey noted the 2020 Water Art Invitational calendars at Board Members' places. He added that the 2020 Water Art Invitational is scheduled for Thursday, March 12.

c) Citizens' Time

There were no citizens attending who registered to speak.

4. COMMENDATION/PRESENTATION

a) Commend: Leslie A. Griffith

Mr. Dickey spoke about Ms. Griffith's tenure at, and contributions to, the Service Authority. Mr. Beefelt read the resolution commending Ms. Griffith on nearly 23 years of service as Chairman Kooyoomjian presented her retirement certificate.

Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby commend Ms. Leslie A. Griffith for her distinguished tenure, professionalism, commitment to excellence, and dedicated service to the customers and employees of the Prince William County Service Authority, and expresses their sincere appreciation for her many contributions and steadfast and careful stewardship of the public's resources, and wishes her much success and happiness in her retirement.

Motion: Mrs. Eagles  
Second: Mrs. Thomas Watson  
Ayes : Eagles, Thomas Watson, Allen, Knuth, Kooyoomjian, Ruecker, Voggenreiter  
Absent : Vanegas

Ms. Griffith spoke of her time at the Service Authority and reminded Board Members of the first class organization they have created and supported. She thanked everyone for their support and wished all a Merry Christmas.

b) Presentation: Mr. Dickey introduced Ms. Jeanetta Williams, Director of Enterprise Asset Management, who presented the Service Authority's Business Analytics Dashboards for Customers, Finance and Operations to Board Members.

5. ACTION MATTERS

a) Approval of Basic Ordering Agreements for Water, Wastewater and I&I (Global) Engineering Services

Mr. Dickey asked Board Members to approve the resolution for four (4) Basic Ordering Agreements, as presented.

Motion: Mr. Ruecker moved that the Prince William County Service Authority Board of Directors hereby approves the Basic Ordering Agreements under Contract SA 1905 for GHD, Inc.; Kimley-Horn and Associates, Inc.; Michael Baker International, Inc.; and Dewberry Engineers Inc.; and authorizes the General Manager to execute the contracts.  
Second: Mrs. Thomas Watson  
Ayes : Ruecker, Thomas Watson, Allen, Eagles, Knuth, Kooyoomjian, Voggenreiter  
Absent : Vanegas

6. GENERAL MANAGER'S REPORT

- a) Mr. Dickey reminded Board Members of the Authority's Holiday Luncheon next Wednesday, December 18.
- b) Mr. Dickey also reminded Board Members of Santa's Lake Ridge Christmas Parade this Saturday, December 14 at Tacketts Mill. Board Members were invited to ride on the AquaVan if they wished to participate.
- c) Mr. Dickey advised Board Members that the Authority closed on the English Country Gardens property (for the new Auxiliary Building) on December 4, 2019.
- d) Mr. Dickey reported that he was elected Vice Chairman of the UOSA (Upper Occoquan Service Authority) Board of Directors.
- e) Mr. Dickey added that a Closed Meeting would be needed.

7. ATTORNEY'S TIME

Mr. Viani welcomed Mr. Knuth. He also confirmed a Closed Meeting needs to be held under Codes of Virginia § 2.2-3711A1, Personnel and § 2.2-3711A7, Litigation.

8. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mr. Ruecker spoke about a water main break repair in his neighborhood; he congratulated staff on their expertise, organization, and quick actions to make the repair efficiently and thoroughly.

Mr. Voggenreiter reported that he reads the CAFR (Comprehensive Annual Financial Report), sends notes to staff, and always receives a thorough response. He also thanked staff for their quick response to his report of a leaking hydrant in his neighborhood.

Mrs. Thomas Watson congratulated staff on their great work; she stated it is exciting to be serving on the Board. She also welcomed Mr. Knuth.

Mr. Knuth noted it is an honor to serve on the Board of Directors, and expressed his appreciation for the opportunity.

Mrs. Eagles congratulated Mr. Dickey on his election as Vice Chairman of the UOSA Board. She added that she will miss Ms. Griffith.

Dr. Kooyoomjian also praised staff for their work. He echoed Mr. Voggenreiter's comments on the CAFR, adding that he receives the same thorough responses to his questions. He also thanked Mr. Dickey for leading the organization so well.

9. 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.

10. CLOSED MEETING

Chairman Kooyoomjian announced a closed meeting at 8:22 PM to discuss Personnel under Code of Virginia § 2.2-3711A1 and Litigation under § 2.2-3711A7; and requested a motion for same.

Motion: Mrs. Eagles  
Second: Mr. Ruecker  
Ayes : Eagles, Ruecker, Allen, Knuth, Kooyoomjian, Thomas Watson, Voggenreiter  
Absent : Vanegas

Upon conclusion of the closed meeting at 9:00 PM, and in compliance with the Freedom of Information Act, a motion was made by Mr. Ruecker and seconded by Mr. Knuth 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 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. Ruecker  
Second: Mrs. Eagles  
Ayes : Ruecker, Eagles, Allen, Knuth, Kooyoomjian, Thomas Watson, Voggenreiter  
Absent : Vanegas

11. ADJOURNMENT

Meeting adjourned at 9:01 PM.

  
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Marlo Thomas Watson  
Secretary-Treasurer