



Service Authority

Paul E. Ruecker, Chairman
Eric A. Young, Vice Chairman
Janice R. Carr, Secretary-Treasurer
Joyce P. Eagles, Member
Ernie Gonzales, Member
Dr. K. Jack Kooyoomjian, Member
David A. Rutherford, Member
L. Ben Thompson, Member

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

MINUTES OF BOARD OF DIRECTORS MEETING OF MAY 8, 2014

Board Members Present : Janice R. Carr, Joyce P. Eagles, Ernie Gonzales, K. Jack Kooyoomjian, Ph.D., Paul E. Ruecker, David A. Rutherford , and Eric A. Young

Staff : Dean E. Dickey, Leslie A. Griffith, Lyle Beefelt, Samer Beidas, Keenan Howell, Evelyn Mahieu, Ph.D., Astrid Nelson, Don Pannell, James Pflugshaupt, and Kimberly Murray.

Legal Counsel : Mark Viani

Absent : L. Ben Thompson

Guests : Mr. Chuck Ball

1. GENERAL MATTERS

Chairman Ruecker called the meeting to order at 7:31 PM.

a) Consideration of Approval of Minutes of April 10, 2014

Chairman Ruecker called for approval of the Minutes of the April 10, 2014 Board meeting.

Motion : Mrs. Eagles moved to approve the Minutes of the April 10, 2014 Board meeting; she noted one correction to be made. The motion was amended to approve the minutes "as corrected."
Second : Mr. Gonzales
Ayes : Eagles, Gonzales, Carr, Kooyoomjian, Ruecker, Rutherford, Young
Absent : Thompson

b) Consideration of Approval of Minutes of April 21, 2014 Work Session

Chairman Ruecker called for approval of the Minutes of the April 21, 2014 Work Session.

Motion : Mrs. Eagles moved to approve the Minutes of the April 21, 2014 Work Session.
Second : Mrs. Carr
Ayes : Eagles, Carr, Gonzales, Kooyoomjian, Ruecker, Rutherford, Young
Absent : Thompson

c) Consideration of Announcements by Staff

Mr. Dickey noted that two articles were located at Board Members' places, along with a sample rendering of the Grubbs Environmental Center at the H. L. Mooney Advanced Water Reclamation Facility (AWRF). Ms. Griffith provided the theme of the new center: "From Source to Tap and Back Again." She also discussed some of the features that will be available to the public at the center.

d) Citizens' Time

Mr. Ruecker recognized one citizen who wished to speak.

Mr. Chuck Ball, a custom home builder in Prince William County, came to ask the Board to reverse a decision Service Authority staff had made. He stated that he believed the Service Authority should be responsible for locating the water line and providing a connection point to his property (20 feet away). Mr. Ruecker advised Mr. Ball that Mr. Dickey would provide a written response.

(Note: The Board took no action on Mr. Ball's request during the meeting. A letter was sent to Mr. Ball on Monday, May 19 reaffirming the decision that the homeowner/builder is responsible for locating the line and getting it to the property.)

2. ACTION MATTERS

a) Approval of Capital Improvements Program (CIP) FY 2015 – FY 2019

Motion : Mr. Young moved that the Prince William County Service Authority Board of Directors hereby approves the FY 2015 – FY 2019 Capital Improvements Program (CIP).

Second : Dr. Kooyoomjian

Dr. Kooyoomjian offered to give editorial corrections (for future use) to Mr. Beidas. Mr. Rutherford suggested staff indicate whether consultants or Authority staff will perform the actual work for various projects. Mr. Dickey noted most of the work is done by consultants, but some can be performed in-house. That information will be provided in future CIPs. Discussion was held.

Ayes : Young, Kooyoomjian, Carr, Eagles, Gonzales, Ruecker, Rutherford
Absent : Thompson

b) Approval of FY 2015 Budget

Mr. Dickey noted that the FY 2015 Budget includes corrections that were provided to Board Members at the April 21, 2014 Work Session. A full copy of the Budget will be provided to Board Members.

Motion : Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby approves the FY 2015 Budget.

Second : Mrs. Eagles

Ayes : Carr, Eagles, Gonzales, Kooyoomjian, Ruecker, Rutherford, Young

Absent : Thompson

c) Repairs of the Fluidized Bed Incinerator (FBI) Heat Exchanger and Waste Gas Ducts

Mr. Dickey explained that this piece of equipment is expensive, critical, and typically lasts 10-15 years. It does not need to be replaced often, but when it does need to be replaced, it has to be done promptly. The Authority recently installed a rebuilt heat exchanger. The unit that was removed needs to be rebuilt and will serve as a spare should something happen to the existing heat exchanger.

Motion : Mr. Rutherford moved that the Prince William County Service Authority Board of Directors hereby approves Repairs of the FBI Heat Exchanger and Waste Gas Ducts.
Second : Dr. Kooyoomjian

Dr. Kooyoomjian noted that page 1 of the Memorandum of Understanding (MOU) shows a date of April 18, 2013 and asked if it should be 2014. Mr. Beefelt answered that it should indicate 2014; it will be corrected.

Ayes : Rutherford, Kooyoomjian, Carr, Eagles, Gonzales, Ruecker, Young
Absent : Thompson

d) Melrose Gardens Water Main Project

Mr. Dickey asked the Board to approve the upgrade of the water distribution mains in the Melrose Gardens subdivision. These are old cast iron mains from the 1970s; they are undersized and do not allow for adequate fire flow. There have also been several breaks in the area.

Motion : Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves the Melrose Gardens Water Main Project.
Second : Mr. Young

Mr. Rutherford asked if there were any concerns with the spreads on the bids (the lowest bid is significantly lower than the highest bid). Mr. Beefelt explained the bidder was given the opportunity to review their bid; they confirmed the bid they offered. Their references were checked (they have worked with Loudoun Water) and were favorable. Discussion was held.

Ayes : Kooyoomjian, Young, Carr, Eagles, Gonzales, Ruecker, Rutherford
Absent : Thompson

Mr. Rutherford asked if the Authority would have community outreach on this project; Mr. Dickey answered yes. He stated the Authority has received quite a bit of positive feedback on how the Authority has handled community outreach on the east side, and assured the Board things will be handled similarly with this project.

e) Contract Award for Property Rights Acquisition Services Basic Ordering Agreement (BOA)

Mr. Dickey advised the Board that this is the final BOA contract (several have been presented to the Board in past months). Mr. Beidas stated this is a needed service, especially for water and sewer main projects that impact properties. Consultants will assist in negotiating easement rights and acquiring those easements.

Motion : Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves the Contract Award for Property Rights Acquisition Services BOA.
Second : Mrs. Carr

Dr. Kooyoomjian offered to provide typographical corrections to Mr. Beidas. Mr. Rutherford noted that legal counsel's new address should be provided on page 22 of the agreement.

Ayes : Kooyoomjian, Carr, Eagles, Gonzales, Ruecker, Rutherford, Young
Absent : Thompson

- f) Approval of First Amendment to Agreement for Design of Air Pollution Control (APC) Upgrades to the FBI at the H.L. Mooney Advanced Water Reclamation Facility (AWRF)

Mr. Dickey advised that the contractor is now participating in the design of the facility and will require additional time on this project.

Motion : Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby approves the First Amendment to Agreement for Design of APC Upgrades to the FBI at the H.L. Mooney AWRF.
Second : Mrs. Carr

Mr. Young asked when the Authority will know that this project is in compliance with the new regulations. Mr. Dickey answered that will not be determined until the project is complete (and can then be tested). Dr. Mahieu advised the Construction Management at Risk (CMAR) project should be completed by December 2015; the compliance due date is March 2016. Mr. Ruecker asked who is handling the project for the Authority. Mr. Dickey replied there are inspectors, consultants (CH2M Hill), and engineering staff involved in the meetings. Mr. Beidas added that staff holds weekly conference calls with consultants, etc. to monitor progress and address any issues. Dr. Mahieu, Mr. Beidas, and the Mooney staff participate in those weekly calls.

Ayes : Eagles, Carr, Gonzales, Kooyoomjian, Ruecker, Rutherford, Young
Absent : Thompson

- g) Service Connection Policy

Mr. Dickey asked Mrs. Nelson to explain the changes to the Service Connection Policy. Mrs. Nelson noted that the Board adopted the original policy in 2007. To keep the policy current, staff updated and clarified definitions, added an overview of the new connection process that occurs through utility services and engineering and planning, incorporated references to rates that were previously adopted, and clarified how the Authority assists existing residential customers with connection. Mrs. Eagles asked why the Authority is increasing the authority to defer availability fees for government agencies from twelve to eighteen months. Mr. Dickey referred to a previous matter (several years ago) with Quantico National Cemetery, who requested an extension to pay the availability fee. The policy extends a courtesy to other government agencies providing a public service. Mr. Gonzales asked why the extension only applies to government agencies. Mr. Dickey explained that if the Authority allows time extensions to all customers, it essentially becomes a bank and would be providing free financing. Mr. Gonzales noted that it is the government's responsibility to have sufficient funds available for its projects. He noted that the Authority seems to be excluding other entities from the same consideration.

Mr. Ruecker called for a motion on this item; none was made. Action on this item was tabled.

3. GENERAL MANAGER'S REPORT

a) Mr. Dickey announced that the Prince William County Schools Family Expo is scheduled for Saturday, May 10, 2014 (10 AM to 4 PM) at Pfitzner Stadium. The Service Authority will have a table at the event.

b) Mr. Dickey reminded Board Members the Service Authority's annual picnic is scheduled for Wednesday, May 14 (11:30 AM to 1:30 PM).

c) Mr. Dickey addressed the excessive rainfall in the area last week (3+ inches). WSSC and DC Water both reported sewage spills; the Service Authority had no SSOs or spills. The Authority received one call for a sewer backup; pictures of the flooded area in Yorkshire (where the backup was located) were distributed at

the meeting. Dr. Mahieu reported the Mooney AWRF reported 45.4 MGD at its highest flow (the system is designed to handle 24 MGD but is rated to handle up to 48 MGD).

d) Mr. Dickey asked Mr. Pannell to update the Board briefly on the new p25 Compliant Radio Network. Mr. Pannell explained that “p25” stands for “Project 25” (a set of standards developed to make 800 MHz radios interoperable). All of the county agencies can now communicate on the same band during emergencies. Additionally, agencies/utilities that may come in to assist from other jurisdictions, states, etc. could now bring their radios and communicate with local agencies. Authority staff use the radios daily so we transitioned our radio infrastructure to mobile radios (instead of vehicle-mounted radios), which are more flexible and useful to staff, especially during emergencies, when they are not in their vehicle.

e) Mr. Dickey advised that an Authority staff member attended a recent Occoquan Forest Town Hall meeting conducted by Supervisor May. The meeting went well.

f) The Four Seasons Home Owners’ Association (HOA) also had a meeting regarding the work at the Montclair Booster Station and the associated lines. The meeting went well, but a resident who just purchased a home did not realize NOVEC’s power line (to the pump station) went through their property. NOVEC is required to get the right-of-way; the Authority will not be involved in this process.

g) Mr. Dickey announced he will hold a Town Hall meeting with staff next Tuesday, May 13 at 8 AM. Board members were invited to attend.

Mr. Dickey announced it is necessary to hold a closed meeting.

4. ATTORNEY’S TIME

Mr. Viani stated that he provides legal counsel for other entities, including DC Water. He noted the number of incidents (sewage spills) that have occurred at DC Water and added that, given the infrastructure and topographical challenges in this County, the lack of those types of problems at the Authority underscores that the Authority is very well-run. Mr. Viani also confirmed the need for a closed meeting to discuss a litigation matter.

5. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mr. Rutherford praised staff for their efforts on the CIP, Budget, and rainfall management.

Mr. Gonzales requested an updated briefing on the SCADA system. Mr. Dickey advised the briefing will be provided at a future Board meeting.

Mrs. Eagles reported that the Audit Committee met just before the Board meeting this evening. The Audit has begun and is proceeding smoothly; there will be a presentation for the Government Finance Officers’ Association (GFOA) award at the next Board meeting. Mrs. Eagles thanked Dr. Mahieu and Ms. Thomas Watson for assisting Supervisor Principi’s office at a recent meeting with the Dawson’s Landing HOA (with respect to addressing complaints about the plant odors). She also distributed a flyer for a performance at the Hylton Performing Arts Center.

Dr. Kooyoomjian distributed a flyer for a Federal Water Quality Association science fair event. He announced the PW Committee of 100 is having a 25th Anniversary celebration on May 15, 2014. He also mentioned that he attended a meeting today (as the LRPR and LOCA representative) regarding the trails at Lake Ridge Park.

Mr. Ruecker thanked Mr. Young for chairing the April 10 meeting in his absence. He also reported a pleasant customer experience he had with Justin Hedrick in Customer Service, noting that Mr. Hedrick

was very helpful and professional. Mr. Ruecker also mentioned an issue with locations of fire hydrants designated for construction use; a customer in his district reported a contractor's truck was blocking their driveway. Mr. Ruecker notified Mr. Pannell, whose staff took action right away. The customers were highly impressed with the quick resolution and sent a complimentary email to Supervisor Caddigan's office. Mr. Ruecker also thanked Mrs. Nelson for sending him the hydrant meter policy.

6. ADMINISTRATIVE REPORTS

Chairman Ruecker asked the Board Members to please provide any questions they may have on the Administrative Reports to Mr. Dickey for dissemination to the appropriate staff member.

7. CLOSED MEETING

Chairman Ruecker announced a closed meeting at 8:28 PM for the purpose of discussing litigation under Code of Virginia §2.2-3711A7, Litigation, and requested a motion for same.

Motion : Mr. Young
Second : Mrs. Carr
Ayes : Young, Carr, Eagles, Gonzales, Kooyoomjian, Ruecker, Rutherford
Absent : Thompson

Upon conclusion of the closed meeting at 9:10 PM and in compliance with the Freedom of Information Act, a motion was made by Mr. Young and seconded by Mr. Rutherford 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 §2.2-3711A7, 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, §2.2-3711A7 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. Young
Second : Mr. Rutherford
Ayes : Young, Rutherford, Carr, Eagles, Gonzales, Kooyoomjian, Ruecker
Absent : Thompson

Motion : Dr. Kooyoomjian moved that the meeting's agenda be amended to add the next item (which was discussed in the closed meeting). (Mr. Viani noted that the agenda is not a binding document and amending it is not required.)
Second : Mr. Rutherford
Ayes : Kooyoomjian, Rutherford, Carr, Eagles, Gonzales, Ruecker, Young

Absent : Thompson

Mr. Ruecker called for a motion to approve the Utility Agreement between Prince William County Service Authority and Prince William County for Loop Closure from Twin Leaf Drive to New Bristow Village Boulevard [Avendale]. Mr. Dickey asked that the motion include allowing the General Manager to make administrative corrections to the agreement. Mr. Viani explained that the document provided by the County needs a number of non-substantive, but important, edits to protect the Service Authority. He recommended the Board authorize the General Manager to execute the agreement consistent with the discussion held by the Board, and allow the General Manager thereafter to work with Mr. Viani and County staff to fine-tune the agreement.

Motion : Mr. Rutherford moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to modify and execute the Utility Agreement Between Prince William County Service Authority And Prince William County For Loop Closure From Twin Leaf Drive To New Bristow Village Boulevard [Avendale] for a total not to exceed \$300,000.

Second : Mr. Young
Ayes : Rutherford, Young, Carr, Kooyoomjian, Ruecker
Opposed: Eagles, Gonzales
Absent : Thompson

8. ADJOURNMENT

Motion : Mrs. Carr
Second : Mr. Young
Ayes : Carr, Young, Eagles, Gonzales, Kooyoomjian, Ruecker, Rutherford
Absent : Thompson

The meeting adjourned at 9:15 PM.



Janice R. Carr
Secretary-Treasurer