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Service Authority

Paul E. Ruecker, Chairman
Joyce P. Eagles, Vice Chairman
Janice R. Carr, Secretary-Treasurer
Ernie Gonzales, Member
Dr. K. Jack Kooyoomjian, Member
Garth R. Porter, 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 JULY 9, 2015

Board Members Present : Janice R. Carr, Joyce P. Eagles (via telephone), Ernie Gonzales, K. Jack Kooyoomjian, Ph.D., Garth R. Porter, Paul E. Ruecker, David A. Rutherford and L. Ben Thompson.

Staff : Dean E. Dickey, Leslie A. Griffith, Lyle Beefelt, Samer Beidas, Keenan Howell, Evelyn Mahieu, Ph.D., Theresa O'Quinn, Don Pannell, James Pflugshaupt, Brandon Pfleckl, Steve Bennett and Kim Murray.

Legal Counsel : Mark Viani

Guests : Angel Voggenreiter and Kurt Voggenreiter.

Mrs. Eagles called into the meeting via telephone at 7:25 PM (from her home in Massachusetts).

1. GENERAL MATTERS

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

a) Consideration of Approval of Minutes of June 11, 2015

Chairman Ruecker called for approval of the Minutes of the June 11, 2015 Board meeting.

Motion : Dr. Kooyoomjian moved to approve the Minutes of the June 11, 2015 Board meeting.

Second : Mr. Gonzales

Ayes : Kooyoomjian, Gonzales, Carr, Eagles (by telephone), Porter, Ruecker, Rutherford, Thompson

b) Consideration of Announcements by Staff

Mr. Dickey wished a happy birthday to Mr. Ben Thompson, whose birthday is July 17.

Mr. Dickey noted the following items at Board Members' places: (1) Service Authority Overview Brochure; (2) an article about WSSC Water Mains; and (3) an article about Livestock Waste in Streams.

c) Citizens' Time

There were no citizens in attendance who wished to speak.

2. PRESENTATION

- a) Ms. Leslie Griffith reviewed the FY 2015 Business Accomplishments Report.

Mr. Rutherford asked if Board meetings could be held in the new conference room at the Grubbs Building; Mr. Dickey answered that yes, future meetings can be held at that location.

3. ACTION MATTERS

- a) Approval of Use of Design/Build as a Project Delivery Method for Water Betterments in Conjunction with the VDOT Project for I-66/Route 15 Interchange Improvements

Mr. Dickey asked Board Members to approve the use of design-build as the project delivery method for this project and authorize him to make a sole source determination to secure the services of The Lane Construction Corporation as the design-build contractor for this project. Discussion was held.

Motion : Mr. Porter moved that the Prince William County Service Authority Board of Directors hereby approves the use of Design-Build as a Project Delivery Method for Water Betterments in Conjunction with the VDOT Design-Build Project for I-66/Route 15 Interchange Improvements, and authorizes the General Manager to make a sole source determination to secure the services of The Lane Construction Corporation as the Design-Build contractor for this project.

Second : Mrs. Carr

General discussion was held. Mr. Gonzales asked Mr. Beidas if there is any conflict in timing, etc. when work is done with VDOT. Mr. Dickey advised that staff will ensure the contract terms protect the Authority from any potential conflicts.

Ayes : Porter, Carr, Eagles (via telephone), Gonzales, Kooyoomjian, Ruecker, Rutherford, Thompson

- b) Approval of Program and Project Management Services for FY16 CIP Projects at the H.L. Mooney Advanced Water Reclamation Facility (AWRF)

Mr. Dickey noted that the contractor, CH2M Hill, has worked with the Authority at the H.L. Mooney AWRF and has done an outstanding job. Mr. Dickey asked Members to approve the Resolution as presented.

Motion : Mr. Thompson moved that the Prince William County Service Authority Board of Directors hereby approves the proposal by CH2M HILL to provide Program and Project Management Services for Prioritized FY16 CIP Projects at the H.L. Mooney Advanced Water Reclamation Facility and authorizes the General Manager to execute the resulting agreement.

Second : Dr. Kooyoomjian

Mr. Gonzales asked if there is a report on the work that CH2M Hill has previously performed for the Authority. Mr. Dickey offered to provide a report (at a future date) to Board Members on the projects CH2M Hill has completed. Additional discussion was held.

Ayes : Thompson, Kooyoomjian, Carr, Eagles (via telephone), Gonzales, Porter, Ruecker, Rutherford

c) Approval of Task Orders to Hawksley Consulting to Provide General Management and Engineering Services for Water and Sewer Model Development and Calibration

Mr. Dickey noted that this work is important and is deemed “best practice” in the industry, and asked Board Members to approve the Resolution.

Motion : Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves and authorizes the General Manager or his designee to execute three Task Orders to Hawksley Consulting to provide general management and engineering services for Water Model Development, Water Model Calibration and Sewer Model Development and Calibration.

Second : Mrs. Carr

Dr. Kooyoomjian offered to provide his comments on the documents to staff. He requested a brief overview be provided to Board Members of the vision and expectations of Authority management and staff with respect to the modeling exercise.

Mr. Dickey stated that the Authority has one of the best GIS systems in the country, and he has the utmost confidence and trust in Authority staff to negotiate and complete this work.

Mr. Porter noted that the Authority maintains all intellectual property rights to the model. Mr. Rutherford asked why the funding source is the replacement fund and not the expansion fund. Ms. Griffith explained that this modeling is for the existing water and sewer system.

Ayes : Kooyoomjian, Carr, Eagles (via telephone), Gonzales, Porter, Ruecker, Rutherford, Thompson

4. GENERAL MANAGER’S REPORT

a) Mr. Beidas provided an update on the Davis Ford Road project. Construction is approximately 49% complete and the second phase of permanent pavement restoration is complete. Mr. Ruecker asked if the project is on schedule. Mr. Beidas answered that it is a few days behind schedule; he is meeting with the contractor Monday to obtain a recovery plan to get the project back on schedule.

b) Mr. Dickey asked if Board Members had any questions about the Authority’s Internship program. Members thanked staff for providing information about the program.

c) Mr. Dickey noted that Final FY16-20 CIP Binders will be provided at the end of the meeting.

d) Mr. Dickey confirmed there are currently no plans to hold a Board of Directors meeting in August. The Chairman and Board Members agreed an August meeting is not needed at this time.

e) Mr. Dickey announced the need for a closed meeting.

5. ATTORNEY'S TIME

Mr. Viani agreed that a closed meeting needs to be held under Code of Virginia § 2.2-3711A1, Personnel and § 2.2-3711A19, Security and Protection of Public Safety. Mr. Viani noted that the Code of Virginia has been updated and there are now 47 items; he will provide a list of the updated items to Mr. Dickey.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Eagles congratulated staff on their work on the Water Quality Report and Wastewater Treatment brochure, as well as the savings the Authority achieved during the past year.

Mrs. Carr stated she met with Supervisor Jenkins, who was impressed with the Service Authority information and reports that Mrs. Carr shared with him.

Mr. Gonzales congratulated staff on their FY15 accomplishments and thanked them for the information on the internship program.

Mr. Porter thanked staff for the reports for the County Supervisors and for making the Authority a well-run organization. He wanted staff to know that the County Supervisors are aware of what a great organization the Authority is.

Mr. Rutherford congratulated staff on their accomplishments as well as the impressive group of interns. Referring to the Occoquan Lift Station, he asked if the brick building has been torn down. Mr. Dickey stated (and Mr. Viani confirmed) that the town wants the building and the property. Mr. Rutherford also mentioned a recent positive experience with the Service Authority regarding a possible water line problem; an Authority employee responded within seven minutes of Mr. Rutherford's call to the Dispatcher. Mr. Rutherford noted that he experienced a few problems with the automated phone system; Mr. Pflugshaupt will investigate and resolve those issues.

Mr. Thompson thanked staff for their business accomplishments. He also complimented management and staff on the building maintenance and grounds being so well managed and maintained.

Dr. Kooyoomjian noted that he is looking forward to seeing the new Grubbs Environmental Center. He, too, congratulated staff on the accomplishments, reports and other materials. He thanked staff for providing copies of reports for the County Supervisors. He also thanked Mr. Beidas for sending information on the Davis Ford Road fire hydrants to Mrs. Rose Murphy for an article she is writing for *The Old Bridge Observer*.

Mr. Ruecker noted a recent situation he experienced with the Authority that was resolved quickly and efficiently.

7. 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.

8. CLOSED MEETING

Chairman Ruecker announced a closed meeting at 8:30 PM for the purpose of discussing Personnel under Code of Virginia § 2.2-3711A1 and Security and Protection of Public Safety under § 2.2-3711A19, and requested a motion for same.

Motion : Mr. Porter
Second : Mrs. Carr
Ayes : Porter, Carr, Eagles (via telephone), Gonzales, Kooyoomjian, Ruecker, Rutherford, Thompson

Upon conclusion of the first closed meeting at 9:15 PM and in compliance with the Freedom of Information Act, a motion was made by Mr. Porter and seconded by Mrs. Carr to return to an open meeting certifying that, to the best of each member's knowledge, the only matters considered were those that were appropriate to be discussed under Code of Virginia § 2.2-3711A1, Personnel; § 2.2-3711A19, Security and Protection of Public Safety.

CERTIFICATION FOR FIRST 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, § 2.2-3712D 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. Porter
Second : Mrs. Carr
Ayes : Porter, Carr, Eagles (via telephone), Gonzales, Kooyoomjian, Ruecker, Rutherford, Thompson

Chairman Ruecker announced the Board's return to a closed meeting at 9:25 PM for the purpose of discussing Personnel under Code of Virginia § 2.2-3711A1 and requested a motion for same.

Motion : Mr. Porter
Second : Mrs. Carr
Ayes : Porter, Carr, Eagles (via telephone), Gonzales, Kooyoomjian, Ruecker, Rutherford, Thompson

Upon conclusion of the second closed meeting at 9:32 PM and in compliance with the Freedom of Information Act, a motion was made by Mrs. Carr and seconded by Mr. Gonzales to return to

an open meeting certifying that, to the best of each member's knowledge, the only matters considered were those that were appropriate to be discussed under Code of Virginia § 2.2-3711A1, Personnel.

CERTIFICATION FOR SECOND 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, § 2.2-3712D 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. Carr
Second : Mr. Gonzales
Ayes : Carr, Gonzales, Eagles (via telephone), Kooyoomjian, Porter, Ruecker, Rutherford, Thompson

Mr. Ruecker announced that Board Members approved the Third Amendment of the General Manager's Employment Agreement and requested a motion to authorize the Chairman to execute the Third Amendment accordingly.

Motion : Mrs. Eagles (via telephone) moved that the Prince William County Service Authority Board of Directors hereby authorizes the Chairman to execute the Third Amendment to the General Manager's Employment Agreement.
Second : Mr. Porter
Ayes : Eagles (via telephone), Porter, Carr, Gonzales, Kooyoomjian, Ruecker, Rutherford, Thompson

Mr. Ruecker requested a motion to authorize the General Manager to award, on an emergency basis and after practicable steps were taken under the circumstances to encourage competition, a contract to procure security services at the H.L. Mooney AWRP and the Raymond Spittle Building. The contract is to be for a period of one year and is not to exceed \$500,000, plus a 10% contingency, for a total not to exceed \$550,000.

Motion : Mr. Gonzales moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to award a contract for security services at the H.L. Mooney AWRP and the Raymond Spittle Building for a period of one year, not to exceed \$500,000, plus a 10% contingency, for a total not to exceed \$550,000.
Second : Mrs. Carr
Ayes : Gonzales, Carr, Eagles (via telephone), Kooyoomjian, Porter, Ruecker, Rutherford, Thompson

Mr. Dickey provided copies of the Draft Development Policy for Board Members to review and discuss at a future meeting.

9. ADJOURNMENT

Motion : Mr. Rutherford
Second : Mrs. Carr
Ayes : Rutherford, Carr, Eagles (via telephone), Gonzales, Kooyoomjian, Porter, Ruecker, Thompson

The meeting adjourned at 9:42 PM.

Mrs. Eagles disconnected her call at 9:45 PM.



Janice R. Carr
Secretary-Treasurer