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Alexander I. Vanegas, Chairman
Joyce P. Eagles, Vice Chairman
Durward E. Grubbs, Secretary-Treasurer
Janice R. Carr, Member
Dr. K. Jack Kooyoomjian, Member
Paul E. Ruecker, Member
David A. Rutherford, Member
L. Ben Thompson, Member

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

Service Authority

MINUTES OF BOARD OF DIRECTORS MEETING OF APRIL 12, 2012

Board Members Present: Janice R. Carr, Joyce P. Eagles, Durward E. Grubbs, Dr. K. Jack Kooyoomjian, Paul E. Ruecker, David A. Rutherford, L. Ben Thompson and Alexander I. Vanegas

Staff : Dean E. Dickey, Leslie A. Griffith, Lyle Beefelt, Astrid Nelson, Theresa O'Quinn, Don Pannell, James Pflugshaupt, Chuck Weber, Evelyn Mahieu, Ph.D., Joe Carney, Chad Ainsworth, Steve Bennett, Beau Caire and Cheryl Leiby

Legal Counsel : Mark Viani

Guests : Tim King, CDM-Smith

Prince William-Manassas Regional Science Fair Winners and their families: Lea Taylor, Ashley Elliott, Arunranfa Bou, Philippe Demartin, Alexandra Sinner, Prayant Hanjra, Cindy Park, and Ashleigh Wright

1. GENERAL MATTERS

Chairman Vanegas called the meeting to order at 7:30 p.m.

a) Awards Presentation – Science Fair Recognition

After a very complimentary introduction, Mr. Dickey called the 2012 Prince William-Manassas Regional Science Fair (science fair) organizational award winners whose projects relate to the water and water reclamation industry forward to receive their awards from Chairman Vanegas. Mr. Dickey thanked Mrs. Janice Carr, Dr. Evelyn Mahieu and Ms. Andrea Idol for participating in the science fair this year.

Dr. Kooyoomjian advised that he was an organizational judge for the Federal Water Quality Association and noted that some of the Federal Water Quality Association's selected winners overlapped with the Service Authority's winners.

b) Consideration of Approval of Minutes of March 8, 2012

Chairman Vanegas called for approval of the Minutes of the March 8, 2012 Board meeting.

Motion: Mr. Ruecker moved to approve the Minutes of the March 8, 2012 Board meeting.
Second: Mrs. Carr
Ayes : Ruecker, Carr, Eagles, Grubbs, Kooyoomjian, Rutherford, Thompson, Vanegas

c) Consideration of Announcements by Staff

H. L. Mooney Advanced Water Reclamation Facility (AWRF) tours—Mr. Dickey referred to the pictures and letters at the Board Members' places concerning recent tours of the H. L. Mooney AWRF by elementary school students and civil engineering students from George Mason University. Mr. Dickey spoke about the success of the tours and advised that staff is looking into continuing the George Mason University student tour on a more formal basis. Mr. Dickey recognized Ms. Maureen Oshaughnessy and Mr. Robert Litzinger for their efforts in this regard and conveyed his appreciation to everyone who assisted with the tours.

Upcoming Events—Mr. Dickey referred to the list of upcoming events at the Board Members' places and reminded the Board Members of the Occoquan Forest Owners Association Community Meeting on Sunday, April 22, 2012 at the Buckhall Volunteer Fire Department.

Board photos—Mr. Dickey advised arrangements have been made to take photographs of the Board Members with the Service Authority's in-house photographer, Mr. Chad Ainsworth. Mr. Ainsworth will be ready to take Board Members' photographs outside the lunch room prior to the Board Meeting on May 10, 2012.

FY 2013 Budget Work Session—Mr. Dickey advised that the FY 2013 Budget Work Session is scheduled for Thursday, April 26, 2012 at 6:30 p.m. in the Board Room. A light dinner will be served.

Mr. Dickey also advised that the Service Authority picnic will be held on Tuesday, May 22, 2012 from 11:30 a.m. to 2:00 p.m. on the Auxiliary Building patio.

Mr. Dickey further advised that at the Board Members' places were copies of news articles about Prince William Board of County Supervisors Chairman Corey Stewart's bid for Lt. Governor, an article titled, "5 Myths about Water," the Occoquan Forest Owners Association newsletter for the last few months, an article about the H. L. Mooney AWRF winning the Design/Build Award, and a copy of the letter and public hearing ad sent to the County Executive and Board of County Supervisors for the June 14, 2012 public hearing.

Mr. Dickey wished happy birthday to Mrs. Eagles, whose birthday is today.

d) Citizen's Time

There were no citizens present who wished to speak.

2. PRESENTATION

a) 60% Design Review – Mooney Laboratory Building

Mr. Dickey recapped for the Board Members the recent discussion about the cost for the proposed Mooney Laboratory Building. The design engineer was given guidance for a laboratory, administrative facility, public education center, and that is what was designed. Mr. Dickey advised the Board of Directors that he is seeking approval to move forward with this project. A more accurate cost estimate has now been provided. Mr. Dickey then turned the floor over to Mr. Tim King.

Mr. King provided an overview of the schedule, the site plan, floor plans of the first and second floors and the basement. He also reviewed the LEED Checklist and answered questions concerning the material proposed for the exterior of the building. Mr. King cited energy efficiency as a very important part of this project and noted that efficient, low flow water fixtures will be used. Mr. King further advised that healthy materials with a low volatile organic compounds (VOC) rating are being selected for the carpet, paint and ceiling tiles.

After Mr. King's presentation, Mr. Dickey asked the Board of Directors for verbal authorization to move forward with the current proposed plan for the Mooney Laboratory Building. A discussion was held.

After the discussion, Chairman Vanegas summarized that the consensus of the Board of Directors is to continue the project with all the elements as has been discussed. Consideration will be given to alternative purchases in an effort to be as cost conscience as practicable.

Mr. Grubbs was concerned about the colored vertical panels at the front of the building. A discussion was held. Mr. King assured the Board of Directors that the vertical, insulated, metal panels at the front of the building would be tasteful and professional looking. Mr. Dickey noted that once a rendering is available, he will show it to the Board of Directors. Chairman Vanegas asked if it was possible to obtain copies of Mr. King's presentation. (A copy of the presentation slides was sent to the Board Members on April 19, 2012.)

Mr. Rutherford inquired about the composition of the large panel in the front of the building, whether it was masonry or concrete. Mr. King responded, currently it is stone and he is looking at blue stone, something regional which helps with the LEED credits as well.

Mr. Ruecker suggested that the architect consider pre-cast panels. Mr. King responded that would be considered.

3. ACTION MATTERS

a) Award of Contract for Neabsco Lift Station Replacement

Mr. Dickey advised that staff is seeking Board of Directors' approval of the contract for the Neabsco Lift Station Replacement which is a very critical facility to the Service Authority's eastern system.

Mr. Dickey then turned the matter over to Mr. Weber. Mr. Weber advised that this will be one of the largest pump stations the Service Authority has in its system, comparing it to the Linton Hall Pump Station (28 million gallons per day) which was constructed a few years ago. The engineering estimate was \$11.9 million. Five bids were received with \$10.6 million being the low bid from Southwood Builders which works mostly out of the Richmond, Virginia area. Since the Service Authority has not worked with the contractor before, staff checked references with Henrico, Hanover and Chesterfield counties; those county representatives contacted highly recommended Southwood Builders. Staff recommends the Board of Directors approve this contract and authorize the General Manager to award a contract to Southwood Builders in the amount of \$10,613,325, plus a five percent contingency, for a total authorization not to exceed \$11,144,000.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby approve the agreement provided and authorizes the General Manager to award a contract to Southwood Builders for the construction of the Neabsco Lift Station Replacement in the amount of \$10,613,325, plus a five percent contingency, for a total authorization not to exceed \$11,144,000.

Second: Mr. Ruecker

Mr. Rutherford asked if the construction would cause any interference with the playing fields during construction. Mr. Weber noted that the two ball fields that are there currently will stay in use.

A discussion was held concerning the proposed construction staging area, locating the sewage pumping station outside of the flood area, the capability to expand the pump station in the future and provisions for delays in substantial completion due to unusual events such as fire, earthquakes and acts of God.

Ayes : Eagles, Ruecker, Carr, Grubbs, Kooyoomjian, Rutherford, Thompson, Vanegas

b) Issuance of Task Order for Neabsco Lift Station Construction Administrative Services

Mr. Dickey advised that staff is seeking approval to issue a task order to Hazen and Sawyer, P.C. for the Construction Administrative Services for the Neabsco Lift Station. Mr. Weber advised that the Service Authority does rely on the engineer to review shop drawings, verify the designs, and respond to requests for information. The Service Authority's project management group will be involved, as well as a full-time Service Authority inspector. The consultant will not be providing full-time inspection services.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to issue a task order for engineering services during construction of the Neabsco Lift Station Replacement Project to Hazen and Sawyer, P.C. for a fee of \$380,218, plus a 10 percent contingency of \$38,022, for a total authorization not to exceed \$418,240.

Second: Mr. Ruecker

A discussion followed on the benefits of having a resident on-site inspector and how the Service Authority's consultant and in-house project management staff would handle substitutions of specified products, should the need arise.

Ayes : Eagles, Ruecker, Carr, Grubbs, Kooyoomjian, Rutherford, Thompson, Vanegas

c) Issuance of a Task Order to W. C. Spratt, Inc. for Neabsco Force Main Air Release Valves

Mr. Dickey advised that corrosion is a problem in some force mains. Gases build up in the pipes and cause corrosion; air release valves help to alleviate that problem. Mr. Weber advised that currently, the Service Authority has four air release valves along the Neabsco Force Main as shown on the exhibit. Unfortunately, they are not functioning very well due to age and size. The Service Authority's consultant for the pump station conducted a hydraulic analysis and determined that six-inch air release valves are needed at the four high points of this system. This is a critical requirement and it is prudent to have the air release valves installed at the same time that the pump station is being expanded.

Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to issue a task order to W.C. Spratt, Inc. in the amount of \$199,600, plus a 10 percent contingency, for a total authorization not to exceed \$219,560 to perform the air release valve construction on the Neabsco Force Main.

Second: Mrs. Eagles

A discussion was held about the time sensitivity of the matter, the difference between the basic ordering agreement contractors (one-year contract vs. a two-year contract), including the work in the Neabsco Sewage Pumping Station Replacement project contract as a change order, and the completion time frame of installing the air release valves as a separate project.

Ayes : Kooyoomjian, Eagles, Carr, Grubbs, Ruecker, Rutherford, Thompson, Vanegas

4. GENERAL MANAGER'S REPORT

a) Tornado Drill—Mr. Dickey advised that the Service Authority's recent tornado drill went very well.

b) Neabsco Ball Fields Lease—Mr. Dickey advised that the Board Members were provided with a copy of this lease. Mr. Dickey reported he has spoken with Ms. Susan Roltsch, Deputy County Executive, relative to this lease. A brief discussion was held.

c) Notice of Violation (NOV)/Sanitary Sewer Overflows (SSO's)—Mr. Dickey advised that the

Service Authority has received a new interpretation regarding notices of violation with regard to SSO's from the Virginia Department of Environmental Quality (DEQ). This interpretation is for entities in the Northern Virginia area. If an entity is under a Consent Order and has one SSO, then the entity will be issued an NOV. The Service Authority now has 24-hour monitoring of its "pump arounds," which can be rather costly. The Service Authority has initiated through the Virginia Association of Municipal Wastewater Agencies (VAMWA) as have some other utilities, an effort to have DEQ re-interpret its new interpretation of the guidance recently issued to the Service Authority.

Mr. Dickey also noted that a closed session is necessary to discuss personnel, potential litigation and real estate issues.

5. ATTORNEY'S TIME

Mr. Viani stated he enjoyed the science fair displays in the lobby. Mr. Viani reiterated that a closed meeting is necessary.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Eagles thanked Chairman Vanegas for sending the article on aging infrastructure and staff for providing the extra copies. Mrs. Eagles also thanked staff for her birthday card.

Mr. Grubbs asked if Ms. Griffith would be setting up another date for the Education Center Display Committee to meet. Ms. Griffith responded affirmatively.

Mr. Ruecker asked if there have been discussions about using an alternative to gas powered vehicles. A brief discussion was held.

Mr. Ruecker noted that the Service Authority staff, whether they work inside or outside, provide quality service that goes without comparison today.

Mrs. Carr stated she was glad to be part of the Prince William-Manassas Regional Science Fair this year. Mrs. Carr also expressed her appreciation to Mrs. Cheryl Leiby for being so accommodating and providing her Board package early last Friday morning as requested since she was going out of town.

Dr. Kooyoomjian expressed appreciation for his birthday card. In addition, Dr. Kooyoomjian complimented staff for being so professional and dedicated, citing the recent correspondence from the elementary school groups and George Mason University regarding the tours of the H. L. Mooney Advanced Water Reclamation Facility.

7. ADMINISTRATIVE REPORTS

Chairman Vanegas advised if any Board Member has any questions on the administrative reports, to please contact Mr. Dickey and he will see that the appropriate staff member is notified.

8. CLOSED MEETING

Chairman Vanegas announced a closed meeting at 8:31 p.m. citing Code of Virginia §2.2-3711A1 (personnel), §2.2-3711A3 (real property acquisition) and §2.2-3711A7 to discuss potential litigation.

Motion: Mrs. Eagles
Second: Mr. Ruecker
Ayes : Eagles, Ruecker, Carr, Grubbs, Kooyoomjian, Rutherford, Thompson, Vanegas

Upon conclusion of the closed meeting at 9:21 p.m. and in compliance with the Freedom of Information Act, a motion was made by Mrs. Eagles and seconded by Mr. Rutherford 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), §2.2-3711A3 (real property acquisition) and §2.2-3711A7 (potential litigation).

Motion: Mrs. Eagles
Second: Mr. Rutherford
Ayes : Eagles, Rutherford, Carr, Grubbs, Kooyoomjian, Ruecker, Thompson, Vanegas

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.

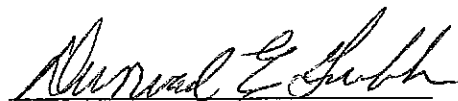
Motion: Mrs. Eagles
Second: Mr. Rutherford
Ayes : Eagles, Rutherford, Carr, Grubbs, Kooyoomjian, Ruecker, Thompson, Vanegas

Chairman Vanegas called for a Motion to authorize execution of the contract with the General Manager.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby authorize its Chairman to execute the contract with the General Manager.
Second: Mr. Ruecker
Ayes : Eagles, Ruecker, Carr, Grubbs, Kooyoomjian, Rutherford, Thompson, Vanegas

9. ADJOURNMENT

Motion: Mr. Grubbs moved to adjourn the meeting at 9:22 p.m.
Second: Mr. Thompson


Durward E. Grubbs
Secretary-Treasurer

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

Service Authority

MINUTES OF BOARD OF DIRECTORS WORK SESSION AND SPECIAL MEETING APRIL 26, 2012

Board Members Present: Janice R. Carr, Joyce P. Eagles, Durward E. Grubbs, Dr. K. Jack Kooyoomjian, Paul E. Ruecker, David A. Rutherford, L. Ben Thompson and Alexander I. Vanegas

Staff : Dean E. Dickey, Leslie Griffith, Lyle Beefelt, Astrid Nelson, Don Pannell, James Pflugshaupt, Theresa O'Quinn, Chuck Weber, Beau Caire, Evelyn Mahieu, Ph.D. and Cheryl Leiby

1. GENERAL MATTERS

- a) Chairman Vanegas called the meeting to order at 6:50 p.m.
- b) Consideration of Announcements by Staff

Mr. Dickey advised that there was an Amended Agenda at the Board Member's places as he suggested reviewing the FY 2013 – FY 2017 Capital Improvements Program (CIP) prior to the Proposed FY 2013 Budget so that staff attending for the CIP portion of the work session did not have to stay as long. Mr. Dickey noted that a "Special Meeting" was listed on the agenda in the event that it was necessary to have a discussion about rates.

Mr. Dickey wished happy birthday to Chairman Vanegas for May 1st.

Mr. Dickey and the Board of Directors expressed their appreciation for Mrs. Cheryl Leiby's administrative assistance in recognition of Administrative Professionals Week.

2. BUDGET WORK SESSION

The FY 2013 – FY 2017 Capital Improvements Program (CIP) and proposed FY 2013 Budget were reviewed with the Board of Directors.

3. SPECIAL MEETING

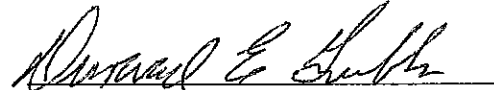
- a) The Board of Directors convened a Special Meeting at 8:00 p.m. to discuss rates.

Motion: Mr. Grubbs moved that the Prince William County Service Authority Board of Directors does hereby grant a deferral to the Prince William County Park Authority – Locust Shade (Golf Course) for a period of six (6) months for the implementation of the high demand charges.
Second: Dr. Kooyoomjian
Ayes : Grubbs, Kooyoomjian, Carr, Eagles, Ruecker, Rutherford, Thompson, Vanegas

4. ADJOURNMENT

Motion: Mrs. Eagles
Second: Mr. Rutherford

The meeting adjourned at 8:15 p.m.


Durward E. Grubbs
Secretary-Treasurer