



# Service Authority

K. Jack Kooyoomjian, Ph.D., Chairman  
Joyce P. Eagles, Vice Chairman  
Marlo Thomas Watson, Secretary-Treasurer  
Mark Allen, Member  
B. Paul O'Meara, Jr., Member  
Paul E. Ruecker, Member  
Kurt E. Voggenreiter II, Member  
Harry W. Wiggins, Member

Dean E. Dickey, General Manager

## MINUTES OF BOARD OF DIRECTORS MEETING OF AUGUST 20, 2020

Board Members Present: Mark Allen (via telephone), Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., B. Paul O'Meara, Jr., Paul E. Ruecker, Marlo Thomas Watson, Kurt Voggenreiter II, and Harry Wiggins.

Staff : Theresa O'Quinn and Kim Murray.

Legal Counsel : Mark Viani/Bean Kinney & Korman (via telephone); Sarah Belger/Quarles and Brady.

Guests : None.

---

Mr. Viani called into the meeting at 6:37 PM from Blacksburg, Virginia (for personal reasons).

Mr. Allen called into the meeting at 6:43 PM from home (due to the COVID-19 pandemic).

1. CALL TO ORDER

Chairman Kooyoomjian called the meeting to order at 6:45 PM.

2. GENERAL MATTERS

a) Citizens' Time: There were no citizens attending.

3. CLOSED MEETING

Chairman Kooyoomjian announced a closed meeting at 6:46 PM to discuss Personnel under Code of Virginia § 2.2-3711A1, and requested a motion for same.

Motion: Mrs. Eagles  
Second: Mr. Wiggins

Ayes : Eagles, Wiggins, Allen (via telephone), Kooyoomjian, O'Meara, Ruecker, Thomas Watson, Voggenreiter

Upon conclusion of the closed meeting at 7:29 PM, and in compliance with the Freedom of Information Act, a motion was made by Mrs. Eagles and seconded by Mr. Ruecker 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 § 2.2-3711A1, Personnel.

#### 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. Ruecker

Ayes : Eagles, Ruecker, Allen (via telephone), Kooyoomjian, O'Meara, Thomas Watson, Voggenreiter, Wiggins

#### 4. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Referring to the Board's approval at the July 9, 2020 meeting to establish a Compensation Committee, Mr. Wiggins shared copies of a draft Committee Charter for Board Members to review and discuss at the September 10, 2020 Board meeting. He asked members to send him any edits/comments prior to the next meeting so he may incorporate some of them into the document.

Chairman Kooyoomjian also shared a draft copy of a Resolution to establish the Compensation Committee (which Mr. O'Meara prepared after the July Board meeting) for Board Members to review, to ensure the Resolution correctly states what they approved with respect to a Compensation Committee. They will discuss this subject at the September Board meeting.

Mr. Voggenreiter stated Mrs. Belger did a good job providing information to the Board for their consideration tonight.

Mr. O'Meara stated the Bylaws Committee plans to provide a draft committee charter at the September Board meeting. Committee members are Mrs. Eagles, Mrs. Thomas Watson and Mr. O'Meara. Mr. O'Meara also noted the Board previously worked on a Code of Ethics for staff but not for the Board itself (Board Members have a different Code of Ethics because they are appointed to their positions). Mr. O'Meara stated when the Bylaws are completed, he will work with staff to develop the Board's Code of Ethics (separate from the staff's Code of Ethics). Chairman Kooyoomjian noted this could be a different subcommittee. Mrs. Thomas Watson asked Mr. O'Meara to address civility and "norms" in the Code of Ethics. Mr. O'Meara noted that would be a preliminary discussion which would lead to the foundation of the Code of Ethics.

Mrs. Eagles suggested the Compensation Committee review the previous Compensation Committee's information/notes. She thanked Mr. Dickey and Service Authority (SA) staff for providing the recent briefing and plant tour to Supervisor Margaret Franklin. Mrs. Eagles added that if other County Supervisors wish to have a tour, they may contact Kathy Bentz to schedule a visit and briefing.

Chairman Kooyoomjian agreed that staff did a great job on Supervisor Franklin's briefing and tour. He added that Mr. Dickey stated staff will offer the briefing and tour to all Prince William County Supervisors who are interested.

Mrs. Thomas Watson suggested staff provide a copy of the SA's history booklet to the County Supervisors; she noted it provides good information about the SA. With respect to the Board's Ethics Committee, Mrs. Thomas Watson asked Mr. O'Meara that the committee address civility, how they engage with each other and how they engage when they are speaking to staff, using appropriate tones and respect. She will share some of her ideas with O'Meara.


5. ATTORNEY'S TIME

Mr. Viani confirmed elections will be held at the September Board meeting. All current officers have served one single-year term and are thus eligible to run for their same offices again, if they wish.

6. ADJOURNMENT

The meeting adjourned at 7:45 PM.

Mr. Allen and Mr. Viani disconnected their calls at 7:46 PM.

  
\_\_\_\_\_  
Marlo Thomas Watson  
Secretary-Treasurer