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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
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 FEBRUARY 13, 2020

Board Members Present: Mark Allen, 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 : Dean Dickey, Lyle Beefelt, Samer Beidas, Keenan Howell, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Don Pannell, Brandon Pfleckl, Tony Piccione, Doug Shoop, Brian Sipes, Debbie Maxwell, April Bean and Kim Murray.

Legal Counsel : Mark Viani.

Guests : John Davis/Brown and Caldwell; Sandy Gray/Stantec; Alex Vanegas.

1. GENERAL MATTERS

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

a) Approval of Minutes of January 9, 2020 Meeting

Chairman Kooyoomjian called for approval of the Minutes of the January 9, 2020 Board meeting.

Motion: Mrs. Eagles moved to approve the Minutes of the January 9, 2020 Board meeting.

Second: Mr. Ruecker

Ayes : Eagles, Ruecker, Allen, Thomas Watson, Voggenreiter

Abstain: Kooyoomjian, O'Meara, Wiggins

b) Consideration of Announcements by Staff

i. Mr. Dickey welcomed new Board Members Mr. Paul O'Meara and Mr. Harry Wiggins.

ii. Mr. Dickey wished Happy Birthday to Mr. Allen and Mr. O'Meara.

iii. Mr. Dickey noted the following items at places: (1) Upcoming Events Flyer and (2) 2020 Customer Handbook.

c) Citizens' Time

There were no citizens attending who registered to speak.

2. COMMENDATIONS

a) Commend: Steven R. Bromley

Mr. Dickey asked Board Members to approve the resolution honoring Mr. Bromley's service. (Mr. Bromley was unable to attend the meeting.)

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby commend Mr. Bromley for his dedicated service to the customers of the Prince William County Service Authority and the citizens of Prince William County, and expresses best wishes in his retirement.

Second: Mr. Ruecker

The motion passed by a unanimous vote.

b) Commend: Alex Vanegas

Mr. Dickey read the resolution honoring Mr. Vanegas for his most recent term on the Board of Directors, and asked Board Members to approve the resolution.

Motion: Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby commend Mr. Alex Vanegas for his professional and dedicated service to the customers of the Prince William County Service Authority and the citizens of Prince William County, and conveys best wishes to him in the future. (Mr. Vanegas' service dates were incorrect on the resolution; the motion was made based on the corrected dates.)

Second: Mr. Voggenreiter

The motion passed by a unanimous vote.

3. ACTION MATTERS

a) Approval of Two Basic Ordering Agreements for Water Reclamation, Wastewater Treatment Plant and Laboratory Services

Mr. Dickey asked the Board to approve the resolution; he explained these are new Basic Ordering Agreements (BOAs) because Authority staff feels it is important to have experts at the wastewater treatment facility due to the specialized equipment and systems at the facility.

- Motion: Mrs. Thomas Watson moved that the Prince William County Service Authority Board of Directors hereby approves the Basic Ordering Agreements for Hazen and Sawyer, P.C. and HDR Engineering, Inc. and authorizes the General Manager to execute the contracts.
- Second: Mrs. Eagles

Discussion was held. Mr. Wiggins asked if these agreements are ID/IQ (indefinite delivery/indefinite quantity) contracts; Mr. Dickey noted they are the same as ID/IQ contracts that we call Basic Ordering Agreements. Mr. Wiggins also asked how many proposals were submitted; Dr. Mahieu stated staff received eight proposals. Mr. Wiggins asked if the multipliers included G&A (general and administrative [expenses]) and profit, and if it is peculiar that the G&A and profit was 2.9 [%] for each agreement; Mr. Dickey confirmed that the Service Authority negotiated the multiplier based on the firms' audited overhead rate plus a reasonable profit. The Authority does have different multipliers for some contracts; however, staff attempted to keep these consistent.

The motion passed by a unanimous vote.

4. GENERAL MANAGER'S REPORT

- a) Mr. Dickey reminded Board Members of the Water Art Invitational scheduled for Thursday, March 12, 2020.
- b) Dr. Mahieu provided background and an after-action report on the Prince William County Police Department's active shooter exercise which was held at the H.L. Mooney Advanced Water Reclamation Facility on Thursday, December 12, 2019.
- c) Mr. Dickey advised the Board of an informal meeting staff held recently with the Commander of Marine Corps Base Quantico and the Mayor of the Town of Quantico. The Commander and Mayor were looking for ideas of how they can get better water service to the town. Mr. Dickey explained the Commander and Mayor asked if the Service Authority would consider taking over the town's water system. Mr. Dickey noted staff may meet with state representatives to ask about grants or other forms of assistance the Town could use. He noted engineering and construction would cost approximately \$10-15 million to connect the town to the Authority's system (plus availability fees on top of that). Mr. Dickey reported the Authority's Board had received similar requests in the past and it had decided against them. He reiterated that staff will look into other ways to help the Commander and Mayor find a solution.
- d) Flyers from the Centers for Disease Control about actions to take for protection from the Corona Virus were provided to Board Members for their information.
- e) Mr. Dickey noted copies of the Annual Customer Survey Results report would be handed out after the meeting; he welcomed Board Members to call Mrs. Nelson with any questions.
- f) Mr. Dickey noted there was no need for a closed meeting.

5. ATTORNEY'S TIME

Mr. Viani welcomed the new Board Members.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Existing Board Members welcomed the new Board Members.

Mr. Allen wished Mr. Dickey and Mrs. O'Quinn happy birthday. He thanked Mrs. Nelson and Ms. Murray for assisting with a customer service issue.

Mrs. Thomas Watson wished happy birthday to Mr. Dickey and Mrs. O'Quinn. She welcomed Dr. Kooyoomjian back to the meeting.

Mrs. Eagles thanked customer service staff for assisting a customer with a question about their bill. She also thanked staff for sending information about the rate increase to Supervisor Franklin's staff.

Mr. O'Meara congratulated Mr. Dickey and staff on their professionalism, responsiveness, and courtesy in welcoming him to the Service Authority. Addressing the Chairman, he noted the Board's By-Laws have not been amended since 1983 and asked if the Board would be interested in taking action to update the by-laws.

Mr. Wiggins stated he looks forward to working with staff and the rest of the Board.

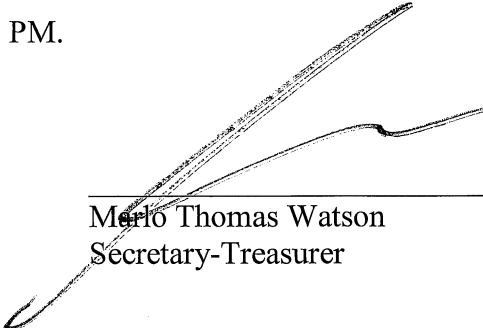
Chairman Kooyoomjian explained he is feeling better. He shared information about the Committee of 100's meeting about global warming on February 20; he gave Ms. Murray the flyer to share with Board Members. He also noted the Prince William-Manassas Regional Science and Engineering Fair is scheduled for March 7, 2020; he will attend as an organizational judge.

7. 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.

8. ADJOURNMENT

The meeting adjourned at 7:56 PM.



Merlo Thomas Watson
Secretary-Treasurer