

Prince William County Service Authority
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Paul Colangelo, Jr., Chair
B. Paul O'Meara, Jr., Vice Chair
Joyce P. Eagles, Secretary/Treasurer
Jim Almond, Member
Dean E. Dickey, Member
Charles A. Grymes, Member
K. Jack Kooyoomjian, Ph.D., Member
Marlo Thomas Watson, Member

Calvin D. Farr, Jr., P.E., General Manager/CEO

MINUTES OF BOARD OF DIRECTORS MEETING OF FEBRUARY 8, 2024

Board Members Present: Jim Almond, Paul Colangelo, Jr., Dean E. Dickey, Joyce P. Eagles, Charles A. Grymes, K. Jack Kooyoomjian, Ph.D., B. Paul O'Meara, Jr.

Board Members Absent: Marlo Thomas Watson.

Staff: Calvin D. Farr, Jr., Hari Kurup, Astrid Nelson, Don Pannell, Najee Alleyne, Lily Bahrami, Lyle Beefelt, Samer Beidas, Kathy Bentz, Rachel Carlson, Lee-Anne Dandrea, Michael Fox, Conrad Holtslag, Debbie Maxwell, Tony Piccione, Ian Sansoni, Doug Shoop, Brian Sipes (via MS Teams), Shannon Spence, John Spittle, Rick Visger, Jeanetta Williams, April Bean, and Kim Murray.

Legal Counsel: Mark Viani/Bean Kinney & Korman, P.C.

Guests: Steve and Donna Hoffman; Gary and Shannon Kent; Jill Clauss and Chris Tabor/Hazen; Mike Garber/PB Mares.

1. CALL TO ORDER and GENERAL MATTERS

Chair Colangelo called the meeting to order at 6:45 PM. He welcomed new Board Member At-Large, Charlie Grymes and read his biography from the Prince William Board of County Supervisors' appointment.

Chair Colangelo announced that Dr. Jack Kooyoomjian's [re]appointment to the Service Authority Board of Directors was approved by the Prince William Board of County Supervisors; his term will run through February 1, 2028. [This is a correction from the Chair's original report that stated February 1, 2027.] Chair Colangelo also announced he is appointing Dr. Kooyoomjian to the Audit Committee.

a) Consideration of Approval of Minutes of January 11, 2024, Board Meeting

Chair Colangelo asked if there were any edits to the Minutes of the January 11, 2024, Board Meeting; hearing none, the minutes were approved as presented.

b) Consideration of Announcements by Staff

i. Mr. Farr wished happy birthday to Vice Chair O'Meara, Mr. Grymes, and Mr. Dickey.
ii. At Places: Mr. Farr noted the following items at Board Members' places: (1) Updated Board Contact List; (2) Invitation to the Service Awards Luncheon on February 21; (3) Flyer for the Water Art Invitational on March 14; and (4) Branding Update.

c) Citizens' Time

There were no citizens attending who signed up to speak.

2. COMMENDATION/PRESENTATIONS

Chair Colangelo first called for a motion to approve all three resolutions commending Mr. Steven V. Hoffman, Mr. Gary L. Kent, and Mrs. Sarah S. Johnson.

Motion: Mr. O'Meara moved that the Prince William County Service Authority Board of Directors does hereby commend Mr. Steven V. Hoffman, Mr. Gary L. Kent, and Mrs. Sarah S. Johnson for their exceptional service to the customers of the Prince William County Service Authority and conveys best wishes for happiness in their retirements.

Second: Mr. Dickey

Ayes: O'Meara, Dickey, Almond, Colangelo, Eagles, Grymes, Kooyoomjian

Absent: Thomas Watson

a) Commend: Steven V. Hoffman

Mr. Farr read the resolution commending Mr. Hoffman for 20 years of service.

Mr. Holtslag provided comments and added that staff will miss Mr. Hoffman. Mr. Hoffman spoke of his time at the Service Authority and thanked everyone for the opportunity to work at the Service Authority. Dr. Kooyoomjian also thanked Mr. Hoffman for his work in the Inspections Department.

b) Commend: Mr. Gary L. Kent

Mr. Farr read the resolution commending Mr. Kent for 34 years of service.

Mr. Kent spoke about his time at the Service Authority and also thanked everyone for the employment opportunity. Mrs. Eagles and Dr. Kooyoomjian both shared comments commending Mr. Kent and his team.

c) Commend: Mrs. Sarah S. Johnson

Chair Colangelo noted that Mrs. Johnson was unable to attend the Board Meeting. He congratulated her on her retirement.

d) Presentation: FY2023 Audit Briefing. Mr. Farr introduced Mr. Mike Garber, Audit Partner with PB Mares, who provided a briefing on the June 30, 2023 Audit. He reported that PB Mares issued an unmodified (good) opinion on the financial statements. Mr. Garber noted PB Mares also issued a clean report on internal control and compliance.

3. CONSENT AGENDA

There were no items on the Consent Agenda.

4. GENERAL MANAGER'S REPORT

a) Mr. Farr reported the Enterprise Resource Planning financial and billing system Request for Proposal is in the final stages and the team intends to release it in March.

b) Mr. Farr noted staff has been engaged in the General Assembly session for the past few weeks. There are two bills that are likely to pass that are of interest to the Service Authority. House Bill 1085 addresses PFAS; Mr. Farr shared some details from the bill. House Bill 906 and Senate Bill 480 are companion bills to limit utility disconnects. Again, Mr. Farr provided details from the bills.

c) Mr. Farr was recently notified by the American Water Works Association (AWWA) that the Service Authority was selected as the recipient of the 2024 Organizational Diversity & Inclusion Award (a national award) due to its commitment and dedication to its Diversity, Equity, Inclusion, and Belonging journey. Additionally, Mr. Farr was selected as the recipient of the 2024 Individual Diversity & Inclusion Award. This award recognizes an individual who has created, promoted, and maintained diversity and inclusion by establishing an environment that recognizes, encourages, and effectively utilizes each individual's talents. Mr. Farr stated he is honored to represent the Service Authority in these efforts. He noted he does not do this work by himself; employees have also embraced the Service Authority's efforts. The awards will be presented during the AWWA Annual Conference & Exposition on June 11, 2024. He reminded Board Members that the Hammerheads Team will also be competing at the national conference and hopes to bring back more trophies.

d) Mr. Farr noted the Brand Update at Members' place. He advised there is a lot of planning and coordination in process. The new website domain will be www.PrinceWilliamWater.org. Staff is working on all the technical changes as well as brand updates for customer-specific items (billing inserts, customer portal), signage, etc. On Wednesday, June 26, staff will celebrate the brand launch and Virginia Drinking Water and Wastewater Professionals' Appreciation Day together. Additional information will be provided later. He recommended staff provide a Board briefing at the April 11 Board meeting.

e) Mr. Farr reminded Board Members of the invitation at their places for the Service Awards Luncheon recognizing 2023 anniversaries on February 21, 2024.

f) Mr. Farr noted the flyer for the 2024 Water Art Invitational was also at places. The event will be held at Forest Park High School on Thursday, March 14 at 5:00 PM. Dinner and the regular Board meeting will follow immediately at the Spittle Building (at 6:30 and 7:00 PM, respectively).

g) Mr. Farr reported that a closed meeting is not needed this evening.

h) Mr. Farr advised that judging for the 2024 Regional Science Fair will take place virtually from March 7-13. The Service Authority has a team of seven judges who will select winners for the Organizational Awards, which recognize outstanding water- and wastewater-themed entries. Dr. Kooyoomjian will also be a judge representing the Federal Water Quality Association. We will recognize winners at the May Board meeting.

i) Mr. Farr asked Board Members to save the date for the Service Authority's 2024 Spring Fling. It is set for Thursday, April 4 at the Dale City Boys & Girls Club. Details will be provided soon.

j) Mr. Farr asked Board Members to hold Wednesday, April 24 for the Annual Budget Planning Workshop. Ms. Murray will poll Board Members for their availability. [The date was later changed to Monday, April 22, based on Members' availability.]

k) Mr. Farr advised Kidz@Work Day is scheduled for Thursday, April 25 (9 AM to 1 PM) at the H.L. Mooney Advanced Water Reclamation Facility (Mooney plant). The event is open to employees' and Board Members' children and grandchildren ages 5-18. Ms. Murray will email the details tomorrow.

l) Mr. Farr noted the 4:00 PM start time for the April 11, 2024, and future Board meetings.

5. ATTORNEY'S TIME

Mr. Viani welcomed Mr. Grymes to the Board. He confirmed a closed meeting is not needed.

6. ADMINISTRATIVE REPORTS

Mr. Beefelt provided a presentation on the second quarter and fiscal year-to-date financial reports. Discussion was held.

7. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mr. Dickey asked if the Service Authority is still using the TAP program (Temporary Assistance Program) and what is the amount of funds available. Ms. Nelson answered yes and offered to bring details to the next Board meeting. Mr. Dickey welcomed Mr. Grymes to the Board. He congratulated Mr. Hoffman, Mr. Kent, and Mrs. Johnson on their retirements. He thanked Mr. Shoop and his staff for their assistance with a customer issue.

Mr. Grymes thanked staff and Board Members for the warm welcome. He looks forward to working with everyone.

Mr. O'Meara welcomed Mr. Grymes. He also thanked Ms. Nelson for her assistance with a constituent matter.

Mrs. Eagles also welcomed Mr. Grymes. She noted the Audit Committee will meet in April for the FY24 audit and the timing of the next solicitation. Ms. Nelson explained the terms of the audit contract.


Dr. Kooyoomjian thanked Mr. Farr in advance for offering to accept his National Environmental Achievement Award at the NACWA (National Association of Clean Water Agencies) conference next week. He noted the Prince William Committee of 100 is hosting a discussion on career technical education (CTE) opportunities on February 15. He thanked staff for their work on a recent SSO (sanitary sewer overflow), which was discovered and contained quickly. Dr. Kooyoomjian also noted Fairfax Water is hosting their annual Drinking Water Summit at the Griffith Plant on Thursday, April 4, 2024.

Mr. Almond noted it is a testament to the General Managers (GM) – both Mr. Dickey (former GM) and Mr. Farr – that the Service Authority continuously and consistently displays excellence. He encouraged the management team to be vigilant in ensuring future leaders have opportunities to lead through initiative and experience. He congratulated Mr. Farr on the D&I award. Mr. Almond also welcomed Mr. Grymes to the Board.

Chair Colangelo congratulated Dr. Kooyoomjian on his re-appointment to the Board of Directors. He again welcomed Mr. Grymes to the Board. He also thanked Ms. Nelson for the auditors' report and the great things she and her team accomplish year after year. Mr. Colangelo encouraged Board Members to participate in the Service Authority events. He also thanked staff for signing his shovel from the Mooney Design-Build kickoff event. He asked if the Hammerheads team competition will be live-streamed. Mr. Farr said staff will check on that and report back to the Board.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 8:11 PM.


for: Joyce P. Eagles
Secretary/Treasurer