

Prince William County Service Authority
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Service Authority

B. Paul O'Meara, Jr., Chair
Paul Colangelo, Jr., Vice Chair
Harry W. Wiggins, Secretary/Treasurer
Jim Almond, Member
Dean E. Dickey, Member
Joyce P. Eagles, 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 JANUARY 12, 2023

Board Members Present: Jim Almond, Paul Colangelo, Jr., Dean E. Dickey, Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., Marlo Thomas Watson (via telephone), and Harry Wiggins.

Board Members Absent: B. Paul O'Meara, Jr.

Staff: Calvin D. Farr, Jr., Sandra Hardeman, Hari Kurup, Astrid Nelson, Don Pannell, Lake Akinkugbe, Audrey Arnold, Lyle Beefelt, Samer Beidas, Kathy Bentz, Michelle Bouchard, Rachel Carlson, Lee-Anne Dandrea, Michael Fox, Debbie Maxwell, Tony Nguyen, Tony Piccione, Doug Shoop, Brian Sipes, Jeanetta Williams, Marcus Wilson, April Bean, and Kim Murray.

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

Guests: David Hyder/Stantec.

1. CALL TO ORDER and GENERAL MATTERS

Vice Chair Colangelo called the meeting to order at 6:46 PM.

a) Consideration of Approval of Minutes of November 10, 2022 Board Meeting

Vice Chair Colangelo asked if there were any corrections to the Minutes of the November 10, 2022 Board Meeting; hearing none, the minutes were approved as presented.

b) Consideration of Announcements by Staff

i. At Places: Mr. Farr noted the following items at Board Members' places: (1) Service Authority Ball Caps; (2) 40th-Anniversary Insulated Tumblers; (3) The 2022 Annual Comprehensive Financial Report; (4) The 2023 Water Art Calendar; and (5) A NACWA (National Association of Clean

Water Agencies) document announcing the winners of the 2023 National Environmental Achievement Awards.

c) Citizens' Time

There were no citizens attending who signed up to speak.

2. COMMENDATION/PRESENTATIONS

a) Commend: Paul E. Ruecker

Mr. Farr noted Mr. Ruecker was not able to attend the meeting tonight.

Vice Chair Colangelo requested a motion to approve the resolution.

Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby recognizes Mr. Paul E. Ruecker for his strategic vision, calm and determined leadership, sound judgment, fairness, and dedicated service to the customers and employees of the Prince William County Service Authority for nearly 20 years and conveys their very best wishes to him in his retirement.

Second: Mr. Dickey

Ayes: Kooyoomjian, Dickey, Almond, Colangelo, Eagles, Wiggins

Absent: O'Meara, Thomas Watson

Mrs. Thomas Watson called into the meeting at 6:54 PM from her car for business reasons.

b) Presentation: Fiscal Year 2023 Strategic Communications Plan

Ms. Bentz, Director of Communications and Community Engagement, introduced members of her staff who were present at the meeting: Marcus Wilson, Audrey Arnold, and Michelle Bouchard. She then presented the Fiscal Year 2023 Strategic Communications Plan to the Board.

3. ACTION MATTERS

a) Approval of Agreement SA-2301 with Crown Construction Service, Inc. to Construct the Water Main Replacement Program 2 – P8 & P13 Project.

Mrs. Bean handed out a corrected copy of the Resolution to Board Members (staff changed the word "installation" to "replacement" with respect to existing pipes).

Motion: Mr. Wiggins moved that the Prince William County Service Authority Board of Directors hereby approves Agreement SA-2301 and authorizes the General Manager to execute the agreement with Crown Construction Service, Inc. for the construction of the Water Main Replacement Program 2 – P8 & P13 project in the amount of \$3,669,325.00, plus a ten

percent (10%) contingency in the amount of \$366,932.50, for a total authorization not to exceed \$4,036,257.50.

Second: Mr. Dickey

Discussion was held.

Ayes: Wiggins, Dickey, Almond, Colangelo, Eagles, Kooyoomjian, Thomas Watson
Absent: O'Meara

b) Authorize a Public Hearing to Consider Proposed Water and Sewer User Rates and Availability Fees.

Vice Chair Colangelo entertained a motion for approval.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby signifies its intent to adopt the rates and fees [as provided in proposed Option A] and hereby sets the date of Thursday, February 9, 2023, at the Prince William County Service Authority Headquarters, 4 County Complex Court, Woodbridge, Virginia 22192 at 6:45 p.m. for a Public Hearing to receive comments regarding the proposed rates.

Second: Dr. Kooyoomjian

Substitute Motion

Motion: Mr. Wiggins made a substitute motion to Authorize a Public Hearing to Consider Proposed Water and Sewer User Rates and Availability Fees with the alternative Availability Fees [as provided in proposed Option B].

Second: There was no second to the substitute motion.

The substitute motion failed.

Discussion was held.

Vice Chair Colangelo called for a vote on the original motion made by Mrs. Eagles.

Ayes: Eagles, Kooyoomjian, Almond, Colangelo, Dickey, Thomas Watson
Nays: Wiggins
Absent: O'Meara

4. GENERAL MANAGER'S REPORT

a) Mr. Farr advised Board Members that the Prince William Board of County Supervisors (BOCS) recently approved changes to the Prince William County (PWC) Comprehensive Plan, namely, the Digital Gateway and changes to the Sewer chapter to allow sewer in the Rural Area. Based on these changes, staff will prepare an amendment to the Service Authority's Master Plan to ensure our infrastructure planning is aligned with the Comprehensive Plan.

b) Mr. Farr provided an update on the Low Income Household Water Assistance Program (LIHWAP), a temporary, federally-funded program created to assist low-income households with water and wastewater bills; the program is overseen by the Virginia Department of Social Services and administered by a vendor named "Promise." In the first month of the program, 98 Service Authority customers received assistance totaling \$39,960.21 (an average of \$407.75 per customer).

c) Mr. Farr referenced "Frequently Asked Questions" (FAQs) for the Lead and Copper Rule (LCR), which are posted on the Service Authority's website. The FAQs help explain what the new federal requirements mean for our customers. Currently, the Service Authority does not know of any lead service lines in our system, and all of our testing to date has been in compliance.

d) Mr. Farr referenced targeted messaging by the Service Authority to customers about winterizing their plumbing and protecting their pipes from fats, oils, & grease. Staff's customer outreach, proactive valve exercising and leak repairs, winter preparations, and emergency responses helped the Service Authority avoid some of the significant issues related to hard freezes. Employees continue to reflect the Service Authority's commitment to uninterrupted service and are doing a great job preparing and responding as issues arise.

e) Mr. Farr reported the Service Authority is hosting two events at the H.L. Mooney Advanced Water Reclamation Facility this month: (1) The Potomac Watershed Roundtable's quarterly membership meeting on Friday, January 13; and (2) The NACWA Emerging Leader Training Program visit on Tuesday, January 17.

f) Mr. Farr reported the Service Authority received two NACWA National Environmental Achievement Awards (NEAA), which recognize initiatives that have made a remarkable impact on environmental protection, the advancement of the water sector, and the betterment of their respective communities. The Service Authority won NEAA awards for Operations & Environmental Performance for our "Asset Management Analytics – Sewer Pipe Business Risk Exposure" and for Public Information & Education: E-Media for our "H2Go Kids" initiative. Employees Nathan Griffin and Audrey Arnold were instrumental in developing these programs and will attend the NACWA Winter Conference in February to accept these awards.

g) Mr. Farr advised Board Members that mid-year performance payments were given to employees in December and staff appreciated the recognition.

h) Mr. Farr shared that as part of the Service Authority's commitment to employee engagement and retention, several events were hosted to thank the staff and celebrate the holiday season in December.

i) Mr. Farr shared that 2023 marks the Service Authority's 40th anniversary (January 11, 2023) and noted celebrations and outreach planned for the year. The 40th anniversary is an opportunity to highlight our many achievements and our mission to protect public health and the environment.

j) Mr. Farr reminded Board Members of the upcoming Board Ethics Training.

k) Mr. Farr advised a closed meeting is needed this evening.

5. ATTORNEY'S TIME

Mr. Viani noted a closed meeting is needed under Code of Virginia § 2.2-3711A6, Expenditure of Public Funds; and 2.2-3711A7, Litigation.

Vice Chair Colangelo requested a motion to authorize a closed meeting to discuss items under Code of Virginia § 2.2-3711A6, Expenditure of Public Funds; and 2.2-3711A7, Litigation.

Motion: Mrs. Eagles
Second: Mr. Dickey
Ayes: Eagles, Dickey, Almond, Colangelo, Kooyoomjian, Thomas Watson (via telephone),
Wiggins
Absent: O'Meara

6. ADMINISTRATIVE REPORTS

The next presentation of the monthly Financial and Operational Report will be given in February.

7. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mr. Dickey commended former Board Member Paul Ruecker on nearly 21 years of service. He also congratulated staff on their awards and their work.

Mrs. Thomas Watson congratulated Mr. Ruecker and staff as well.

Mrs. Eagles added her congratulations to staff and to Mr. Ruecker. She stated she is happy to know of the additional programs that Community Outreach staff is doing and glad to see the division has grown to include more staff.

Mr. Wiggins noted the Environmental Protection Agency (EPA) is going to put out regulations on PFAS (Per- and Polyfluoroalkyl Substances) and asked about the anticipated impact to the Service Authority. Mr. Farr stated the target date is now February 2023 but the impact is not clear at this time. Mr. Pannell explained we have contracted with a special lab for PFAS testing; they have the availability and techniques that many labs do not have. The Service Authority may pursue bringing the capability into our own lab. Mr. Wiggins also stated the Virginia Department of Transportation (VDOT) is about to conduct a study about road salt and its impact on the Occoquan Watershed; At Mr. Wiggins' request, Mr. Farr agreed to find out more about this study and share the completed study results with the Board.

Dr. Kooyoomjian thanked Ms. Bentz for her presentation and commended her staff for their work. He noted he enjoyed the ice cream social yesterday, commemorating the Service Authority's 40th anniversary. He also commended Paul Ruecker on his service to the Board. Dr. Kooyoomjian reported the Prince William Regional Science Fair will be held in March. He complimented the Audit Committee and staff on the Annual Comprehensive Financial Report.

Mr. Almond congratulated staff on the 40th anniversary. He noted he is excited about the Service Authority's commitment to being a workplace of choice, seeing all the things we are doing in the community, and finding opportunities to help customers with their debt.

Vice Chair Colangelo congratulated Ms. Bentz and her team on the Fiscal Year 2023 Strategic Communications Plan. He appreciates staff's focus on Diversity and Inclusion. He wished the Service Authority a happy 40th anniversary. Mr. Colangelo also shared a neighbor's favorable story of engaging with a field services employee.

8. CLOSED MEETING

Vice Chair Colangelo announced a closed meeting at 7:50 PM to discuss items under Code of Virginia § 2.2-3711A6, Expenditure of Public Funds; and 2.2-3711A7, Litigation.

Upon conclusion of the closed meeting at 8:38 PM, and in compliance with the Freedom of Information Act, a motion was made by Mr. Dickey and seconded by Mrs. Eagles 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 § 2.2-3711A6, Expenditure of Public Funds; and 2.2-3711A7, Litigation.

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. Wiggins
Ayes: Eagles, Wiggins, Almond, Colangelo, Dickey, Kooyoomjian, Thomas Watson
Absent: O'Meara

9. ADJOURNMENT

There being no further business, the meeting adjourned at 8:40 PM.

Mrs. Thomas Watson disconnected her call at 8:41 PM.



Harry W. Wiggins
Secretary/Treasurer