



# Service Authority

K. Jack Kooyoomjian, Ph.D., Chairman  
Joyce P. Eagles, Vice Chairman  
Marlo Thomas Watson, Secretary-Treasurer  
Jim Almond, Member  
Paul Colangelo, Jr., Member  
B. Paul O'Meara, Jr., Member  
Harry W. Wiggins, Member

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

## MINUTES OF BOARD OF DIRECTORS MEETING OF JUNE 10, 2021

Board Members Present: Jim Almond, Paul Colangelo, Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., B. Paul O'Meara, Jr., Marlo Thomas Watson, and Harry Wiggins.

Staff : Calvin Farr, Astrid Nelson, Theresa O'Quinn, Don Pannell, Lyle Beefelt, Samer Beidas, Kathy Bentz, Gavin Driscoll, Michael Fox, Kipp Hanley, Tony Piccione, Doug Shoop, Brian Sipes, Shannon Spence, Jeanetta Williams, April Bean and Kim Murray.

Legal Counsel : Mark Viani/Bean Kinney & Korman.

Guests : Janice Carr; Dean and Linda Dickey; David Rutherford (via telephone); Robbie and Debbie Thorpe; and Alex Vanegas.

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### 1. CALL TO ORDER and GENERAL MATTERS

Chairman Kooyoomjian called the meeting to order at 6:50 PM.

a) Approval of Minutes of May 13, 2021 Board Meeting

Chairman Kooyoomjian called for approval of the Minutes of the May 13, 2021 Board Meeting.

Motion: Mrs. Thomas Watson moved to approve the Minutes of the May 13, 2021 Board meeting.  
Second: Mr. Colangelo

The motion passed by a unanimous vote.

b) Consideration of Announcements by Staff

Mr. Farr thanked Board Members for their support; he noted his transition has gone well. He is pleased to see staff is high-performing; the executive team and senior managers continue to brief

him on several initiatives and challenges. He also thanked Mr. Dickey for his assistance with the transition.

- i. Mr. Farr wished happy birthday to Mr. Colangelo and Mr. Wiggins.
- ii. Mr. Farr noted the following items at members' places: (1) A copy of the updated minutes from the May 13, 2021 meeting; (2) A copy of the Resolution commending Mr. Dickey at tonight's meeting; (3) Copies of the Prince William County Service Authority's (Service Authority) 2021 Water Quality Reports; and (4) Copies of the approved Fiscal Year (FY) 2022 Budget and FY2022-FY2026 Capital Improvement Program.

c) Citizens' Time

There were no citizens attending who signed up to speak.

2. COMMENDATIONS

a) Commend: Robert S. Thorpe

Mr. Farr welcomed Mr. and Mrs. Thorpe to the meeting. Mr. Pannell thanked Mrs. Thorpe for her support during Mr. Thorpe's career. He read the resolution commending Mr. Thorpe.

Motion: Mr. Wiggins moved that the Prince William County Service Authority Board of Directors does hereby commend Mr. Robert S. Thorpe for his exceptional service to the customers of the Prince William County Service Authority and conveys best wishes for happiness in his retirement.

Second: Mrs. Eagles

The motion passed by a unanimous vote.

Mr. Thorpe thanked the Service Authority for everything they have done for him. Board Members thanked Mr. Thorpe for his service.

b) Commend: Dean E. Dickey

Mr. Farr welcomed Mr. and Mrs. Dickey to the meeting. Several members of the senior leadership team read sections of the resolution commending Mr. Dickey on his 16 years of leadership as General Manager of the Service Authority. They each presented Mr. Dickey a medallion that represented the Service Authority's Areas of Excellence, which Mr. Dickey placed on a plaque that honored him and his service.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby commend Mr. Dean E. Dickey for his distinguished tenure, professionalism, commitment to excellence, and dedicated service to the customers and employees of the Prince William County Service Authority, and conveys best wishes for happiness in his retirement.

Second: Mrs. Thomas Watson

The motion passed by a unanimous vote.

Mr. Dickey thanked Board Members, both past and present, and staff for their support and hard work. He reflected on his time at the Service Authority and wished everyone well in the future.

Mr. Vanegas (former Board Member) thanked Mr. Dickey for his service and his legacy and wished him well in his retirement.

Chairman Kooyoomjian shared his memories from when the Board of Directors brought Mr. Dickey on board as General Manager. He noted the Service Authority's many accomplishments during Mr. Dickey's tenure as well as Mr. Dickey's qualities in leading the organization.

Mrs. Thomas Watson also shared her memories of working with Mr. Dickey at the Service Authority, as a former employee, a consultant, and now as a Board Member. She wished Mr. Dickey all the best in his retirement.

Mr. Rutherford (former Board Member) provided some history of the Service Authority and his time on the Board of Directors, both with the previous sanitary district and the Service Authority Board. He shared memories of Mr. Dickey's years of service as well as many actions and advancements implemented during his time. Mr. Rutherford wished Mr. Dickey well in his retirement.

The Board provided two personal gifts to Mr. Dickey in recognition and appreciation of his service and retirement.

### 3. ACTION MATTERS

- a) Authorize the Use of Temporary Assistance Program Funds to Supplement the Municipal Utility Relief Program.

Mr. Farr noted the use of the Temporary Assistance Program funds will allow the Service Authority to further assist its customers; he asked Board Members to approve the resolution.

Motion: Mrs. Thomas Watson moved that the Prince William County Service Authority Board of Directors does hereby authorize staff to administer available Temporary Assistance Program funds to provide direct assistance to residential customers who apply for assistance either through the Municipal Utility Relief Program or other application process. Such program will run concurrent with the Municipal Utility Relief Program deadline(s) pursuant to the Appropriation Act mandated State Corporation Commission and CFDA 21.019 – Coronavirus Relief Funds (CRF).

Second: Mr. O'Meara

Mr. Wiggins stated that distribution of the first round of funds allocated to the Service Authority by the Board of County Supervisors was handled very efficiently and very well. He asked if this next process would be handled the same way; Mrs. Nelson noted the second round of Municipal Utility Relief Funds closed this week and was also allocated right away; she advised the use of the Temporary Assistance Program funds would be the third round and the process would be the same.

The motion passed by a unanimous vote.

#### 4. GENERAL MANAGER'S REPORT

a) Mr. Farr announced the Service Authority received the National Association of Clean Water Agencies' (NACWA) Platinum Peak Performance Award for 12 consecutive years of 100% permit compliance. Staff will present the award at a future Board meeting. Due to COVID restrictions, the Service Authority is having a very small appreciation event for staff at the H.L. Mooney Advanced Water Reclamation Facility on Wednesday, June 30. Mr. Farr commended staff on the award and appreciates their hard work.

b) Mr. Farr noted that each year since 2016, the Commonwealth of Virginia recognizes Drinking Water and Wastewater Professionals Appreciation Day on June 30. This day recognizes employees who work in the industry and was initiated by a Service Authority employee, Kipp Hanley, in the Communications Division. Mr. Farr added that he remembers celebrating this day when he worked in Richmond, and he always appreciated the recognition of the unsung heroes in the water and wastewater industry who work around the clock to ensure customers have clean water. Mr. Farr stated he is especially appreciative that the day was initiated by a Service Authority employee. He explained the history of the day of recognition. Mr. Farr will send a message of appreciation to all employees later this month. Management looks forward to possibly holding an event for staff in the fall.

c) Diversity and Inclusion: Mr. Farr announced that the Service Authority recognizes June as PRIDE Month. He encouraged everyone to remind themselves of the resilience of LGBTQ+ Americans and their right for inclusion and acceptance when visiting or working at the Service Authority. The Service Authority welcomes and respects all individuals. Mr. Farr reminded Board Members the Service Authority will recognize the Juneteenth holiday this year on Friday, June 18.

d) Mr. Farr provided an update on facial coverings, social distancing, and returning teleworkers to offices. Discussion held. Mr. Wiggins asked if the Service Authority has any liability if an unvaccinated employee transmits COVID-19 to another employee or customer. Mr. Viani stated the question of legal liability would be difficult, if not impossible, to prove with respect to how and where a person contracted a strain of the virus and from whom. A complainant would have to prove the Service Authority did not follow guidance, or breached protocol. Proving that would be a significant burden on a plaintiff and their counsel. Mr. Viani acknowledged there is always a chance of liability, but proof would be difficult to establish.

e) Mrs. Nelson provided updates on the Service Authority's collections, late fees and disconnect plans. The Governor's Emergency order expires on June 30, 2021 and the moratorium on disconnects expires 60 days after that. Resuming late fees and door tags for disconnect eligibility will help promote payment plan enrollment and staff hopes to begin a campaign in July. Staff will return to the Board in July with the proposed Action Plan. At that point they will know if the order expired without modification to the moratorium; they may also have information on whether the Authority will receive any American Rescue Plan Act funds from Prince William County (PWC), as this would be an important part of the customer message. Staff may also know when other local jurisdictions plan to resume (as they are also waiting for additional information).

f) Mr. Farr noted the closing on the Occoquan Forest Wastewater Treatment Plant (WWTP) property sale is scheduled for Tuesday, June 15 pending any additional action by the Prince William Board of County Supervisors (BOCS). At their meeting on June 15, the BOCS plans to approve an additional easement area to be granted to the Service Authority at closing as part of their consent agenda.

g) Update on Letter to the Editor of the *Prince William Times*: Mr. Farr reported the FAQs (frequently asked questions) about water supply/capacity have been added to the Service Authority's website; the content will also be covered in the 2021 (virtual) Water Academy.

h) Mr. Farr advised staff will provide a hard copy of the Draft Water Source and Supply Alternatives Analysis Report at the end of this meeting. Board Members previously indicated they would

like to hold a workshop to discuss the plan. Chairman Kooyoomjian asked Ms. Murray to poll the Board for a date in July to meet and hold the workshop.

- i) Mr. Farr noted there is no need for a closed meeting.

## 5. ATTORNEY'S TIME

Mr. Viani confirmed there is no need for a closed meeting. He thanked Mr. Beidas, Mr. Sipes and staff for their work on the Occoquan Forest WWTP property closing. Mr. Viani also commented on the recognition provided for Mr. Dickey as well as the growth and improvements he has witnessed at the Service Authority during Mr. Dickey's leadership.

## 6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mr. O'Meara thanked Mr. Sipes and Ms. Bentz for their assistance with a customer concern. He welcomed Mr. Farr and looks forward to working with him. Mr. O'Meara also wished all the dads a Happy Father's Day.

Mrs. Eagles reported on the Audit Committee meeting that was held earlier this evening. The Committee expects a clean audit again. She commended Community Outreach staff on their work to obtain a grant from Fairfax Water in partnership with the PWC Public Libraries. The grant would expand the availability of H2Go Kids lessons to PWC students through local libraries.

Mr. Colangelo thanked staff for the excellent orientation session they provided to him as well as their outstanding communication. He also welcomed Mr. Farr and looks forward to working with him.

Mr. Almond welcomed Mr. Farr and looks forward to his leadership and continuing great things at the Service Authority.

Mr. Wiggins referred to the Civil War Fort that is located on Service Authority property in Dumfries. He reported one of the Potomac members of the Historic Commission wants to look at the property. Mr. Wiggins shared his interest in walking the property with the Chair or another Board Member and a member of the staff to determine if the area can be restored. Referring to the FY2022 budget, Mr. Wiggins noted expenditures are down and revenue is up; he would like to see a budget that shows the budgeted transfer from the Operating Fund to the Replacement Fund that occurs on July 1 of each year. He wants to see a more formalized action in this regard. Mr. Beefelt noted that the Service Authority plans to do a rate study this year; staff will also seek input regarding the Board's priorities on rate setting and fund balance policies. The actions currently taken each year are in accordance with established policy. The Board may revise the policy as they wish.

Mrs. Thomas Watson welcomed Mr. Farr. She expressed her admiration and support to staff for their work. She also wished a Happy Father's Day to the dads. Mrs. Thomas Watson thanked Mr. Sipes for his assistance on a matter.

Chairman Kooyoomjian thanked staff for writing Mr. Dickey's commendation. He thanked Mr. Beidas and his staff for their work on the monthly Capital Improvement Program reports. With respect to the Occoquan Forest property sale, the Chairman asked if Outreach staff might work with PWC to send a message about the Service Authority Board working in partnership with the BOCS. Dr.

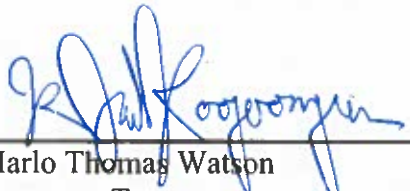
Kooyoomjian noted Kim Hosen, executive director with the PW Conservation Alliance, asked if a Service Authority staff member could speak at an event about the water supply in PWC. They invited representatives from Fairfax Water as well.

7. ADMINISTRATIVE REPORTS

Chairman Kooyoomjian asked Board members to provide any questions they may have on the Administrative Reports to Mr. Farr for dissemination to the appropriate staff member.

8. ADJOURNMENT

The meeting adjourned at 8:20 PM.

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