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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 JUNE 11, 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 : Dean Dickey, Lyle Beefelt, Samer Beidas, Keenan Howell (via telephone), Astrid Nelson, Theresa O'Quinn, Don Pannell, Brandon Pfleckl, Tony Piccione, Doug Shoop (via telephone), Brian Sipes (via telephone), Jeanetta Williams (via telephone), Lake Akinkugbe, Debbie Maxwell (via telephone), April Bean, and Kim Murray.
- Legal Counsel : Mark Viani.
- Guests : None.

Mr. Allen called into the meeting via telephone at 6:40 PM (from his home due to the COVID-19 pandemic).

1. CALL TO ORDER

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

2. PUBLIC HEARINGS

a) Easement Condemnation for the Construction of the Dumfries Force Main Replacement Project

Chairman Kooyoomjian opened the Public Hearing at 6:46 PM.

Secretary-Treasurer Thomas Watson advised that any member of the public who wishes to speak would be allotted three minutes to do so.

Mrs. Thomas Watson advised the purpose of the Public Hearing was to consider the construction of the Dumfries Force Main Replacement Project as a public use and the acquisition of portions of the following properties in permanent and temporary easements therein, as applicable, as necessary for that project, by Eminent Domain, including the use of the "quick take" procedures of the Virginia Code.

The first parcel in question is owned by Ms. Marion Browne, located at 17628 Overlook Road, Dumfries, VA (GPIN 8289-12-0482).

The second parcel in question is owned by Ms. Lure Ashford, located at 17632 Overlook Road, Dumfries, VA (GPIN 8289-12-0074).

Mrs. Thomas Watson stated a Notice of this Public Hearing was published in the *Prince William Times*, a newspaper having general circulation in Prince William County. The notice appeared in the *Prince William Times* newspaper on Wednesday, May 20, 2020 and Wednesday, May 27, 2020. The notice also appeared in the *Inside NOVA* newspaper on Friday May 22, 2020 and Friday May 29, 2020.

Mrs. Thomas Watson further advised that a copy of the foregoing notice was mailed to each Property Owner, the Prince William County Executive, the Prince William Board of County Supervisors, the mayors of the towns of Dumfries, Haymarket, Occoquan, and Quantico and the mayors of the cities of Manassas and Manassas Park. All users of the facilities owned or leased by the Prince William County Service Authority and all others interested will have an opportunity to be heard concerning the proposed acquisition of easements by Eminent Domain.

Mrs. Thomas Watson asked if there were any comments or questions from the public on the subject of 17628 Overlook Road.

Mrs. Thomas Watson asked if there were any comments or questions from the public on the subject of 17632 Overlook Road.

Chairman Kooyoomjian confirmed no one signed up to speak. With no comments or questions, Chairman Kooyoomjian declared the Public Hearing closed at 6:49 PM.

Mrs. Thomas Watson called for a motion to adopt the resolution finding the Dumfries Force Main Replacement Project to be a public use.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby find the Dumfries Force Main Replacement Project to be a public use.
Second : Mrs. Eagles

Chairman Kooyoomjian called for a vote on the resolution.

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

Mrs. Thomas Watson called for a motion to adopt the resolution to authorize the proposed acquisition of permanent and temporary construction easements by Eminent Domain on the parcel owned by Ms. Marion Browne, located at 17628 Overlook Road, Dumfries, VA (GPIN 8289-12-0482), for the construction of the Dumfries Force Main Replacement Project.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to take all necessary steps to acquire easements by condemnation, including by "quick take" condemnation pursuant to Va. Code § 25.1-300 et seq., on the property located at 17628 Overlook Road, Dumfries, VA 22026, needed to construct the Dumfries Force Main Replacement Project.
Second : Mrs. Eagles

Chairman Kooyoomjian called for a vote on the resolution.

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

Mrs. Thomas Watson called for a motion to adopt the resolution to authorize the proposed acquisition of permanent and temporary construction easements by Eminent Domain on the parcel owned by Ms. Lure Ashford, located at 17632 Overlook Road, Dumfries, VA (GPIN 8289-12-0074), for the construction of the Dumfries Force Main Replacement Project.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to take all necessary steps to acquire easements by condemnation, including by "quick take" condemnation pursuant to Va. Code § 25.1-300 et seq., on the property located at 17632 Overlook Road, Dumfries, VA 22026, needed to construct the Dumfries Force Main Replacement Project.

Second : Mr. O'Meara

Chairman Kooyoomjian called for a vote on the resolution.

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

b) Easement Condemnation for the Construction of the Route 1 Water Main Replacement Project

Chairman Kooyoomjian opened the Public Hearing at 6:53 PM.

Secretary-Treasurer Thomas Watson advised that any member of the public who wishes to speak would be allotted three minutes to do so.

Mrs. Thomas Watson advised the purpose of the Public Hearing was to consider the construction of the Route 1 Water Main Replacement Project as a public use and the acquisition of portions of the following property in a permanent easement therein, as applicable, as necessary for that project, by Eminent Domain, including the use of the "quick take" procedures of the Virginia Code.

The parcel in question is owned by L. Breeding, LLC, located at 17273 Jefferson Davis Highway, Dumfries, VA (GPIN 8289-25-6140).

Mrs. Thomas Watson stated a Notice of this Public Hearing was published in the *Prince William Times*, a newspaper having general circulation in Prince William County. The notice appeared in the *Prince William Times* newspaper on Wednesday, May 20, 2020 and Wednesday, May 27, 2020. The notice also appeared in the *Inside NOVA* newspaper on Friday May 22, 2020 and Friday May 29, 2020.

Mrs. Thomas Watson further advised that a copy of the foregoing notice was mailed to each Property Owner, the Prince William County Executive, the Prince William Board of County Supervisors, the mayors of the towns of Dumfries, Haymarket, Occoquan, and Quantico and the mayors of the cities of Manassas and Manassas Park. All users of the facilities owned or leased by the Prince William County Service Authority and all others interested will have an opportunity to be heard concerning the proposed acquisition of easements by Eminent Domain.

Mrs. Thomas Watson asked if there were any comments from the public at this time regarding 17273 Jefferson Davis Highway.

With no comments or questions, Chairman Kooyoomjian declared the Public Hearing closed at 6:56 PM.

Mrs. Thomas Watson called for a motion to adopt the resolution finding the Route 1 Water Main Replacement Project to be a public use.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby find the Route 1 Water Main Replacement Project to be a public use.

Second : Mr. O'Meara

Chairman Kooyoomjian called for a vote on the resolution.

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

Mrs. Thomas Watson called for a motion to adopt the resolution to authorize the proposed acquisition of a permanent easement by Eminent Domain on the parcel owned by L. Breeding, LLC, located at 17273 Jefferson Davis Highway, Dumfries, VA (GPIN 8289-25-6140), for the construction of the Route 1 Water Main Replacement Project.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to take all necessary steps to acquire an easement by condemnation, including by "quick take" condemnation pursuant to Va. Code § 25.1-300 et seq., on the property located at 17273 Jefferson Davis Highway, Dumfries, VA 22026, needed to construct the Route 1 Water Main Replacement Project.

Second : Mrs. Eagles

Chairman Kooyoomjian called for a vote on the resolution.

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

c) Easement Condemnation for the Construction of the Sudley Road Sewer Main Replacement and Upgrade Project

Chairman Kooyoomjian opened the Public Hearing at 6:58 PM.

Secretary-Treasurer Thomas Watson advised that any member of the public who wishes to speak would be allotted three minutes to do so.

Mrs. Thomas Watson advised the purpose of the Public Hearing was to consider the construction of the Sudley Road Sewer Main Replacement and Upgrade Project as a public use and the acquisition of portions of the following properties in temporary ingress/egress and temporary construction easements therein, as applicable, as necessary for that project, by Eminent Domain, including the use of the "quick take" procedures of the Virginia Code.

The first parcels in question are owned by AIM Manassas School Building, LLC, located at 10640 Davidson Place, Manassas, VA (GPIN 7697-33-7385) and 10670 Davidson Place, Manassas, VA (GPIN 7697-34-8315).

The second parcel in question is owned by Sudley Davidson, LLC, located at 10691 Davidson Place, Manassas, VA (GPIN 7697-33-5350).

The third parcel in question is owned by Vigario Land 7421, LLC, located at 7421 Sudley Road, Manassas, VA (GPIN 7697-34-4306).

The fourth parcel in question is owned by Washreit Bull Run, LLC, located at 10465 Butterfield Street, Manassas, VA (GPIN 7697-55-2103).

The fifth parcel in question is owned by 410 Pine Street, LLC, located at 10530 Linden Lake Plaza, Manassas, VA (GPIN 7697-44-3629).

Mrs. Thomas Watson stated a Notice of this Public Hearing was published in the *Prince William Times*, a newspaper having general circulation in Prince William County. The notice appeared in the *Prince William Times* newspaper on Wednesday, May 20, 2020 and Wednesday, May 27, 2020. The notice also appeared in the *Inside NOVA* newspaper on Friday May 22, 2020 and Friday May 29, 2020.

Mrs. Thomas Watson further advised that a copy of the foregoing notice was mailed to each Property Owner, the Prince William County Executive, the Prince William Board of County Supervisors, the mayors of the towns of Dumfries, Haymarket, Occoquan, and Quantico and the mayors of the cities of Manassas and Manassas Park. All users of the facilities owned or leased by the Prince William County Service Authority and all others interested will have an opportunity to be heard concerning the proposed acquisition of easements by Eminent Domain.

Mrs. Thomas Watson asked if there were any comments from the public on the subject of 10640 Davidson Place and 10670 Davidson Place.

Mrs. Thomas Watson asked if there were any comments from the public on the subject of 10691 Davidson Place.

Mrs. Thomas Watson asked if there were any comments from the public on the subject of 7421 Sudley Road.

Mrs. Thomas Watson asked if there were any comments from the public on the subject of 10465 Butterfield Street.

Mrs. Thomas Watson asked if there were any comments from the public on the subject of 10530 Linden Lake Plaza.

Chairman Kooyoomjian confirmed no one signed up to speak. With no comments or questions, Chairman Kooyoomjian declared the Public Hearing closed at 7:03 PM.

Mrs. Thomas Watson called for a motion to adopt the resolution finding the Sudley Road Sewer Main Replacement and Upgrade Project to be a public use.

Motion : Mr. Voggenreiter moved that the Prince William County Service Authority Board of Directors does hereby find the Sudley Road Sewer Main Replacement and Upgrade Project to be a public use.

Second : Mr. Ruecker

Chairman Kooyoomjian called for a vote on the resolution.

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

Mrs. Thomas Watson called for a motion to adopt the resolution to authorize the proposed acquisition of temporary ingress/egress and temporary construction easements by Eminent Domain on the parcels owned by AIM Manassas School Building, LLC, located at 10640 Davidson Place, Manassas, VA (GPIN 7697-33-7385) and 10670 Davidson Place, Manassas, VA (GPIN 7697-34-8315), for the construction of the Sudley Road Sewer Main Replacement and Upgrade Project.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to take all necessary steps to acquire easements by condemnation, including by "quick take" condemnation pursuant to Va. Code § 25.1-300 et seq., on the properties located at 10640 Davidson Place, Manassas, VA 20109 and 10670 Davidson Place Manassas, VA 20109, needed to construct the Sudley Road Sewer Main Replacement and Upgrade Project.

Second : Mr. O'Meara

Chairman Kooyoomjian called for a vote on the resolution.

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

Mrs. Thomas Watson called for a motion to adopt the resolution to authorize the proposed acquisition of a temporary ingress/egress easement by Eminent Domain on the parcel owned by Sudley Davidson, LLC, located at 10691 Davidson Place, Manassas, VA (GPIN 7697-33-5350), for the construction of the Sudley Road Sewer Main Replacement and Upgrade Project.

Motion: Mr. Voggenreiter moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to take all necessary steps to acquire easements by condemnation, including by "quick take" condemnation pursuant to Va. Code § 25.1-300 et seq., on the property located at 10691 Davidson Place, Manassas, VA 20109, needed to construct the Sudley Road Sewer Main Replacement and Upgrade Project.

Second : Mr. O'Meara

Chairman Kooyoomjian called for a vote on the resolution.

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

Mrs. Thomas Watson called for a motion to adopt the resolution to authorize the proposed acquisition of a temporary construction easement by Eminent Domain on the parcel owned by Vigar Land 7421, LLC, located at 7421 Sudley Road, Manassas, VA (GPIN 7697-34-4306), for the construction of the Sudley Road Sewer Main Replacement and Upgrade Project.

Motion: Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to take all necessary steps to acquire easements by condemnation, including by "quick take" condemnation pursuant to Va. Code § 25.1-300 et seq., on the property located at 7421 Sudley Road, Manassas, VA 20109, needed to construct the Sudley Road Sewer Main Replacement and Upgrade Project.

Second : Mr. Voggenreiter

Chairman Kooyoomjian called for a vote on the resolution.

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

Mrs. Thomas Watson called for a motion to adopt the resolution to authorize the proposed acquisition of temporary ingress/egress, temporary construction, and permanent sanitary sewer easements by Eminent Domain on the parcel owned by Washreit Bull Run, LLC, located at 10465 Butterfield Street, Manassas, VA (GPIN 7697-55-2103), for the construction of the Sudley Road Sewer Main Replacement and Upgrade Project.

Motion: Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to take all necessary steps to acquire easements by condemnation, including by "quick take" condemnation pursuant to Va. Code § 25.1-300 et seq., on the property located at 10465 Butterfield Street, Manassas, VA 20109, needed to construct the Sudley Road Sewer Main Replacement and Upgrade Project.

Second : Mrs. Eagles

Chairman Kooyoomjian called for a vote on the resolution.

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

Mrs. Thomas Watson called for a motion to adopt the resolution to authorize the proposed acquisition of temporary ingress/egress, temporary construction, and permanent sanitary sewer easements by Eminent Domain on the parcel owned by 410 Pine Street, LLC, located at 10530 Linden Lake Plaza, Manassas, VA (GPIN 7697-44-3629), for the construction of the Sudley Road Sewer Main Replacement and Upgrade Project.

Motion: Mr. O'Meara moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to take all necessary steps to acquire easements by condemnation, including by "quick take" condemnation pursuant to Va. Code § 25.1-300 et seq., on the property located at 10530 Linden Lake Plaza, Manassas, VA 20109, needed to construct the Sudley Road Sewer Main Replacement and Upgrade Project.

Second : Mr. Ruecker

Chairman Kooyoomjian called for a vote on the resolution.

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

Chairman Kooyoomjian declared the Public Hearing closed at 7:10 PM.

3. GENERAL MATTERS

a) Approval of Minutes of May 14, 2020 Meeting

Chairman Kooyoomjian called for approval of the Minutes of the May 14, 2020 Board meeting.

Motion : Mrs. Thomas Watson moved to approve the Minutes of the May 14, 2020 Board meeting.

Second : Mr. Ruecker

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

b) Consideration of Announcements by Staff

Mr. Dickey wished Mr. Wiggins a happy birthday (June 23).

Mr. Dickey noted the "H2GO Kids" flyer at Members' places that shares information on the current outreach program. The outreach staff have been invited to join virtual sessions for the Prince William County Library system and in-person sessions for Prince William County Parks and Recreation summer camps.

Mr. Dickey reported the dedication for Dr. Evelyn Mahieu will be scheduled at a later date when the staff and family members can attend.

c) Citizens' Time

There were no citizens attending who registered to speak.

4. ACTION MATTERS

a) Approval of Fiscal Year 2021 Operating and Capital Budget and FY2021-FY2025 Capital Improvement Program.

Mr. Dickey advised the budget presented has a 0.3% negative budget variance and is responsive to the COVID-19 emergency and the impact on our customers. Staff hope to return to the Board later in the year to eliminate or reduce the next rate increase. The budget includes a 7.1% decrease in personnel; no raises or one-time payments for staff; a reduction in the Virginia Retirement System (VRS) employer contribution; and a planned debt issuance for critical capital projects. Mr. Dickey asked the Board Members to approve the resolution.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby approve the Operating and Capital Budget for Fiscal Year 2021 and Capital Improvement Program (CIP) for FY2021–FY2025, which consist of:

- An operating expense budget of \$94,672,917, including:
 - No merit or one-time performance awards for employees; and,
 - A Board-controlled contingency of \$363,000;
- A five-year CIP plan that prioritizes future projects;
- A debt service budget of \$31,013,739 that includes a potential new debt issuance for up to \$164.0 million in multi-year capital projects; and,
- An annual capital spending limit, excluding bond funded projects, of \$27,511,250.

Second : Mr. Voggenreiter

The following amendments were proposed:

- i. Mrs. Thomas Watson made a motion to remove the Board-controlled contingency and asked that staff and the Board review employee compensation at a future date.

Second : Mr. Wiggins

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

- ii. Mr. Wiggins made a motion to reduce September 2020 water/sewer bills by any amount remaining in the operating budget on June 30, 2020.

Second : Mrs. Thomas Watson

Mr. O'Meara confirmed the amount would be allocated equitably to customers based on usage.

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

- iii. Mr. Wiggins made a motion to initiate a study to determine the feasibility of the Service Authority providing its own water treatment plant and to commence the study on June 1, 2021.

Second : Mrs. Thomas Watson

Mr. Dickey and Mr. Pannell shared that a study is part of the Master Plan scheduled for Board approval in FY2021.

Mr. Wiggins withdrew his motion and made a new motion to initiate a study to determine the feasibility of the Service Authority providing its own water consistent with the Master Plan that is currently under development.

Second: Mrs. Thomas Watson

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

- iv. Mr. Wiggins made a motion to abolish the Chief Operating Officer position as it would not be filled in FY2021. Mr. Dickey confirmed the position would not be filled.

Second : Mrs. Thomas Watson

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

- v. Mr. Wiggins made a motion that, for those employees earning a base salary of \$70,000 or less, initiate a 1.25% salary increase, inclusive of Merit and General Manager Award, on July 1, 2020 and a 1.25% salary increase on January 1, 2021.

Second : Mrs. Thomas Watson

Discussion held.

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

- vi. Mr. Wiggins made a motion for the realignment of employer's share of health insurance premiums to be in line with Prince William County Government's and Prince William County Schools' health insurance premiums, with full alignment in the FY 2024 budget.

Second : Mrs. Thomas Watson

Discussion followed.

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

- vii. Mr. Wiggins made a motion to initiate a study on or about June 1, 2021 to determine cost savings in outsourcing customer service.

Second: Mrs. Thomas Watson

Discussion followed.

Mr. Wiggins withdrew his motion.

- viii. Mr. Wiggins made a motion for a requirement that staff shall be responsible for reducing monthly mail billings from an average of 76,823 mailings per month to no more than 65,000 mailings by June 1, 2021; no more than 50,000 mailings by June 1, 2022; and no more than 25,000 mailings by June 1, 2023.

Second: Mrs. Thomas Watson

Discussion held. Mr. Dickey stated staff would look into making this a performance benchmark.

Mr. Wiggins withdrew the motion.

- ix. Mr. Wiggins made a motion for non-critical projects (identified by Service Authority staff) to be eliminated from the FY2021 CIP, thereby reducing the budget. The budget reductions will be reflected in lower water and sewer rates effective September 1, 2020:

WSUP-116	\$750,000
WAT-104	\$100,000
SPS-109	\$190,000
SPS-127	\$ 4,000
<u>IT-105</u>	<u>\$200,000</u>
Total	\$1,244,000

Discussion held.

Mr. Wiggins withdrew his motion and made a new motion to delay the five aforementioned CIP projects, and to state that none of the cost savings will go into the Operating Budget.

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

Chairman Kooyoomjian called for a vote on the approval of the Fiscal Year 2021 Operating and Capital Budget and Capital Improvement Program for FY2021–FY2025, with approved amendments, now consisting of an operating expense budget of \$94,559,917.

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

- b) Authorization to Execute an Agreement with Fairfax County Water Authority (Fairfax Water) and Virginia-American Water Company for the Cost Sharing of the Construction of Water Facilities for the Occoquan River Crossing Project.

Mr. Pannell provided a description of the project and explained the importance of this project for the east side of Prince William County and asked Board Members to approve the resolution.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to execute in substantial form an Agreement with Fairfax County Water Authority (Fairfax Water) and Virginia-American Water Company for the Cost Sharing of the Construction of Water Facilities for the Occoquan River Crossing project, committing the Service Authority to 77% of total project costs. The Service Authority's estimated cost is \$13,636,700.

Second : Mrs. Thomas Watson

Discussion held.

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

- c) Approval of an Agreement with E-Merge Systems, Inc. to Provide Design-Builder Services for SA-1824, Supervisory Control and Data Acquisition Upgrade Design-Build Project

Mr. Dickey asked Board Members to approve the resolution. Mr. Pannell provided a briefing on the criticality of the Supervisory Control and Data Acquisition (SCADA) system upgrade.

Motion : Mr. Wiggins moved that the Prince William County Service Authority Board of Directors hereby approves the Agreement and authorizes the General Manager to execute the Agreement with E-Merge Systems, Inc. to provide Design-Builder Services for SA-1824, Supervisory Control and Data Acquisition (SCADA) Upgrade Design-Build Project for a Guaranteed Maximum Price not to exceed \$6,209,652 plus an Owner's contingency in the amount of \$400,000, for a total authorization not to exceed \$6,609,652.

Second : Mr. Voggenreiter

Discussion held.

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

- d) Approval of Task Order No. 01 to GHD, Inc. to Provide Project Representative Services for SA-1824, Supervisory Control and Data Acquisition Upgrade Design-Build Project.

Mr. Pannell provided an overview on the project requirements and the vendor selection process, and asked Board Members to approve the resolution.

Motion : Mr. Voggenreiter moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Task Order No. 01 and authorizes the General Manager to execute the Project Agreement with GHD, Inc. to provide Project Representative

Services for the Supervisory Control and Data Acquisition (SCADA) Upgrade Design-Build Project in the amount of \$810,294, plus a ten percent (10%) contingency in the amount of \$81,029, for a total authorization not to exceed \$891,323.

Second : Mrs. Thomas Watson

Discussion held.

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

5. GENERAL MANAGER'S REPORT

a) Mr. Dickey provided a COVID-19 Operations Update. Staff is considering July 1 re-opening of the lobby for limited hours; select staff will return to the office for limited hours.

b) Mr. Dickey shared the photo of the Prince William County wordmark that is painted on the Manassas Southside Tank.

c) Mr. Dickey reported Marine Corps Base-Quantico sent another letter asking the status of the Service Authority taking over the Town of Quantico's water service. Staff will facilitate the introduction of Town of Quantico to Virginia Department of Health for potential grant usage. Discussion held.

d) Mr. Dickey informed the Board of a payment plan request from a developer for availability fees. Discussion held. The Board's guidance is to remain consistent with the Service Authority's current policy.

e) Mr. Dickey stated a closed meeting is needed.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mr. Wiggins requested the establishment of a compensation committee. He discussed his findings on the Equal Employment Opportunity Commission Form 164 (EEO-4 report). Mr. Wiggins also shared his concerns on the increase in employee compensation increase from 2019-2020 and the budget preparation process. He requested the Board have a work session for future budget reviews.

Mrs. Eagles thanked Authority staff for all their hard work.

Mr. Ruecker thanked Mr. Viani for his work.

Mr. Allen thanked Mr. Pannell and his team for their quick response on constituent items.

Chairman Kooyoomjian added his compliments on staff's work on the budget and CIP and the operational adjustments during the COVID crisis. He reported the briefing with Potomac Supervisor Andrea Bailey went very well.

7. ATTORNEY'S TIME

Mr. Viani noted a closed meeting is needed under Code of Virginia § 2.2-3711A3, Acquisition of Real Property; and § 2.2-3711A1, Personnel.

Mr. Viani complimented Mr. Beidas and his team and the Communications team for their roles in public outreach for the Heritage Hunt project.

8. 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.

9. CLOSED MEETING

Chairman Kooyoomjian announced a closed meeting at 9:12 PM to discuss Acquisition of Real Property under Code of Virginia § 2.2-3711A3; and Personnel under § 2.2-3711A1.

Motion : Mrs. Thomas Watson
Second : Mr. Voggenreiter
Ayes : Thomas Watson, Voggenreiter, Allen (via telephone), Eagles, Kooyoomjian, O'Meara, Ruecker, Wiggins

Mr. Allen called back on a different conference line for the closed meeting. Upon conclusion of the closed meeting at 9:35 PM, and in compliance with the Freedom of Information Act, a motion was made by Mr. Ruecker and seconded by Mr. Voggenreiter 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 § 2.2-3711A3, Acquisition of Real Property; and § 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 : Mr. Ruecker
Second : Mr. Voggenreiter
Ayes : Ruecker, Voggenreiter, Allen (via telephone), Eagles, Kooyoomjian, O'Meara, Thomas Watson, Wiggins

10. ADDITIONAL ACTION MATTER

- a) Approval of the Memorandum of Understanding and Agreement between Heritage Hunt Homeowners Association and Prince William County Service Authority.

Motion : Mr. Allen
Second : Mrs. Eagles

Mr. Wiggins moved to amend the motion to change the dollar amount in item nine on page nine from \$30,000 to \$32,000.

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

Chairman Kooyoomjian called for discussion on the main [original] motion. Hearing none, he called for a vote on the main motion as amended.

Ayes : Allen, Eagles, Kooyoomjian, O'Meara, Ruecker, Thomas Watson, Voggenreiter, Wiggins

11. ADJOURNMENT

The meeting adjourned at 9:40 pm.

Mr. Allen disconnected his call at 9:41 PM.



Marlo Thomas Watson
Secretary-Treasurer