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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 MAY 14, 2020

- Board Members Present: Mark Allen (via telephone), Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., B. Paul O'Meara, Jr. (via telephone), Paul E. Ruecker, Marlo Thomas Watson, Kurt Voggenreiter II, and Harry Wiggins.
- Staff : Dean Dickey, Lyle Beefelt, Samer Beidas (via telephone), Keenan Howell (via telephone), Astrid Nelson, Theresa O'Quinn (via telephone), Don Pannell, Brandon Pfleckl (via telephone), Tony Piccione (via telephone), Brian Sipes (via telephone), Jeanetta Williams (via telephone), Lake Akinkugbe (via telephone), April Bean, and Kim Murray.
- Legal Counsel : Mark Viani.
- Guests : Evelyn Mahieu, Ph.D. (via telephone)

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

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

### 1. GENERAL MATTERS

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

a) Approval of Minutes of March 12, 2020 Meeting

Chairman Kooyoomjian called for approval of the Minutes of the March 12, 2020 Board meeting.

Motion: Mr. Ruecker moved to approve the Minutes of the March 12, 2020 Board meeting.  
Second: Mr. Wiggins  
Ayes : Ruecker, Wiggins, Eagles, Kooyoomjian, O'Meara (via telephone), Thomas Watson,  
Voggenreiter  
Abstain: Allen

b) Consideration of Announcements by Staff

Mr. Dickey had no announcements.

c) Citizens' Time

There were no citizens attending who registered to speak.

2. COMMENDATION/PRESENTATION

a) Commend: Evelyn Mahieu, Ph.D.

Mr. Dickey read the resolution commending Dr. Mahieu for her service, and asked Board Members to approve the resolution.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors, in recognition of Dr. Evelyn Mahieu's many lasting and outstanding contributions to the Service Authority and the public, does hereby officially name the Service Authority's Laboratory in the Durward E. Grubbs Environmental Center as the "Dr. Evelyn Mahieu Environmental Laboratory"; the Prince William County Service Authority Board of Directors also hereby commends Dr. Mahieu for her distinguished tenure, outstanding leadership, commitment to excellence and the Service Authority's Mission, Vision and Values, and for her tireless dedication to serving the customers and employees of the Service Authority, and expresses their sincere appreciation for her many remarkable contributions, continuously outstanding performance and steadfast and honorable stewardship of the public's resources and the environment, and wishes her the best in her retirement.

Second: Mrs. Thomas Watson

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

Board Members expressed their appreciation for Dr. Mahieu's dedication, service and remarkable accomplishments, as well as her wisdom and kindness. Dr. Mahieu (present via telephone) thanked Board Members for the beautiful resolution. She thanked all of her employees for their tireless work in their accomplishments; her husband, Jean-Pol, for his unwavering support throughout her career; and Mr. Dickey for hiring her, believing in her, and supporting and mentoring her. She thanked the Board for supporting the staff and providing leadership on a consistent basis. Dr. Mahieu stated it has been a pleasure to work for the Service Authority.

- b) Presentation: COVID-19 Financial and Operational Update and Highlights of the Service Authority's Plan to Reopen Buildings and Facilities

Mrs. Nelson and Mr. Pannell provided an executive summary of the financial and operational updates, and shared management's thoughts on a re-opening plan. Discussion held.

3. ACTION MATTERS

- a) Authorization to Initiate the Eminent Domain Process and to Advertise and Hold a Public Hearing to Acquire Easement Rights from Six Commercial Property Owners for Seven Commercial Properties in Support of the Sudley Road Sewer Main Replacement and Upgrade Project (SEW-157)

Mr. Pannell provided background on the project. Mr. Dickey asked Board Members to approve the resolution.

Motion: Mr. Wiggins moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to initiate the eminent domain process and to advertise and hold a public hearing to acquire temporary and permanent construction easements by condemnation, including by "quick take" condemnation pursuant to Virginia Code § 25.1-300 et seq., on the parcels owned by AIM Manassas School Building, LLC, Landowner, located at 10640 and 10670 Davidson Place, Manassas, VA; owned by Lowe's Home Centers, Inc., Landowner, located at 7500 Broken Branch Lane, Manassas, VA; owned by Sudley Davidson, LLC, Landowner, located at 10691 Davidson Place, Manassas, VA; owned by Vigario Land 7421, LLC, Landowner, located at 7421 Sudley Road, Manassas, VA; owned by Washreit Bull Run, LLC, Landowner, at 10465 Butterfield Street, Manassas, VA; and owned by 410 Pine Street, LLC, Landowner, located at 10530 Linden Lake Plaza, Manassas, VA; needed to construct the Sudley Road Sewer Main Replacement and Upgrade (SEW-157).

Second: Mr. Ruecker

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

- b) Approval of a Construction Contract for Invitation For Bid SA-2011 Occoquan Forest Wastewater Treatment Plant Closure and Site Restoration

Mr. Dickey provided background on the project and asked Board Members to approve the resolution.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby approves the Construction Contract and authorizes the General Manager to execute the contract with Independence Excavating, Inc. for the construction of the Occoquan Forest WWTP Closure and Site Restoration.

Second: Mrs. Thomas Watson

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

c) Approve Amendment to the Purchasing Regulations

Mr. Dickey explained that the Code of Virginia allows negotiations for a lower price; the Authority wishes to amend its purchasing regulations to reflect that provision. Mr. Dickey asked Board Members to approve the resolution.

Motion: Mrs. Thomas Watson moved that the Prince William County Service Authority Board of Directors hereby allows negotiation with the apparent low bidder when the bid exceeds available funds and authorizes the General Manager to incorporate such provision into the Service Authority's Purchasing Regulations.

Second: Mr. Voggenreiter

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

4. GENERAL MANAGER'S REPORT

a) SCADA Update: Mr. Dickey provided an update on the SCADA upgrade. Discussion held.

b) Automatic Transfer Switch Phase Monitoring Upgrade: Mr. Dickey explained that a recent Sanitary Sewer Overflow (SSO) was found to be due to the inability of an automatic transfer switch (ATS) [in a pump station] to detect the loss of phase. The ATS at that site has been upgraded. Staff evaluated all of the pump stations and found 22 stations that do not have phase monitoring. A preliminary analysis shows the cost to upgrade all 22 stations is approximately \$500,000-\$600,000. Some repairs will be simple, but some ATSs have to be replaced. Staff prioritized the upgrades; most can be completed in the next few months. Funding is available in the CIP mechanical equipment replacement program. All new facilities are built with the phase monitoring included. Mr. Pannell explained how the repairs/replacements were prioritized.

c) Occoquan River Crossing Agreement with Fairfax Water: Mr. Dickey explained the project and the purpose of the agreement. He advised Ms. Murray would provide Board Members a copy of the information packet after the meeting; staff plans to present this item to the Board for approval at the June 2020 Board Meeting.

d) Mr. Dickey noted staff received a letter from the Commander of Marine Corps Base Quantico (MCBQ) asking the Service Authority to develop a plan to take over the Town of Quantico's water and sewer service by 2025. Staff will prepare a response.

e) FY2021 Draft Operating and Capital Budget: Mr. Dickey stated staff would hand out the proposed FY2021 budget at the end of the meeting.

f) Mr. Dickey noted a closed meeting is needed.

5. ATTORNEY'S TIME

Mr. Viani noted a closed meeting is needed under Code of Virginia § 2.2-3711A6, Procurement; § 2.2-3711A7, Litigation; and § 2.2-3711A19, Public Safety.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Eagles thanked Authority employees for all of their hard work during the pandemic; she noted staff deserves a lot of credit.

Mr. Wiggins noted the pandemic is not going away in the next 30 days, and from an economic standpoint, it will be a situation where “cash is king.” He noted staff should be considering things that are mission critical versus things that can be deferred. Mr. Wiggins discussed paper billing and salaries.

Mr. O’Meara commended staff on their exceptional work to quickly resolve an SSO (caused by vandalism) in the Coles District on May 11. He also thanked Mr. Jonathan Okafor for his prompt response to a question from Supervisor Vega on a constituent issue. Mr. O’Meara commended all staff for their work during this exceptional time.

Mr. Ruecker also commended staff on their quick and efficient responses to the COVID-19 pandemic and for maintaining quality service.

Mr. Voggenreiter agreed with the others’ comments on employees’ efforts and hard work.

Chairman Kooyoomjian added his compliments on staff’s continued professionalism and high quality work during the pandemic. He advised staff will share information about the (potential) virtual budget workshop on Thursday, May 28, 2020.

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. CLOSED MEETING

Chairman Kooyoomjian announced a closed meeting at 8:00 PM to discuss Procurement under Code of Virginia § 2.2-3711A6; Litigation under § 2.2-3711A7; and Public Safety under § 2.2-3711A19; and requested a motion for same. Mr. Pannell asked Messrs. Allen and O’Meara to call back on a different conference line for the closed meeting.

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

Upon conclusion of the closed meeting at 8:21 PM, and in compliance with the Freedom of Information Act, a motion was made by Mrs. Eagles and seconded by Mr. Ruecker 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, Procurement; § 2.2-3711A7, Litigation; and § 2.2-3711A19, Public Safety.

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.

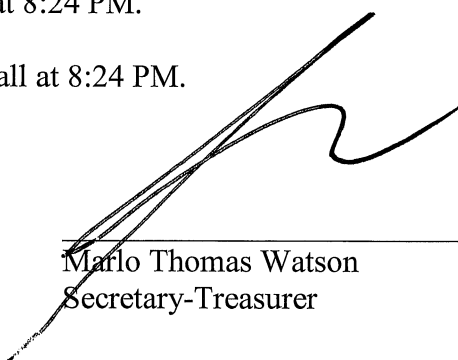
Motion: Mrs. Eagles  
Second: Mr. Ruecker  
Ayes : Eagles, Ruecker, Allen (via telephone), Kooyoomjian, O'Meara (via telephone), Thomas Watson, Voggenreiter, Wiggins

9. ADJOURNMENT

The meeting adjourned at 8:23 PM.

Mr. Allen disconnected his call at 8:24 PM.

Mr. O'Meara disconnected his call at 8:24 PM.



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Marlo Thomas Watson  
Secretary-Treasurer