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Service Authority

Joyce P. Eagles, Chairman
Paul E. Ruecker, Vice Chairman
Janice R. Carr, Secretary-Treasurer
Mark Allen, Member
Ernie Gonzales, Member
Dr. K. Jack Kooyoomjian, Member
David A. Rutherford, Member
Kurt E. Voggenreiter II, Member

Dean E. Dickey, General Manager
Leslie A. Griffith, Deputy General Manager/CFO

MINUTES OF BOARD OF DIRECTORS MEETING OF JULY 13, 2017

Board Members Present : Mark Allen, Janice R. Carr, Joyce P. Eagles, Ernie Gonzales, K. Jack Kooyoomjian, Ph.D., Paul E. Ruecker, David Rutherford, and Kurt Voggenreiter II.

Staff : Dean E. Dickey, Lyle Beefelt, Samer Beidas, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Brandon Pfleckl, Jim Pflugshaupt, Marryam Chaudhry, Ken Horner, Glenn Pearson, Doug Shoop, and Kim Murray.

Legal Counsel : Mark Viani/BKK and Ashley Harrison/McGuire Woods.

Guests : John Davis/Brown and Caldwell.

1. GENERAL MATTERS

Chairman Eagles called the meeting to order at 7:30 PM.

a) Consideration of Approval of Minutes of June 8, 2017

Chairman Eagles called for approval of the Minutes of the June 8, 2017 Board meeting.

Motion : Mr. Ruecker moved to approve the Minutes of the June 8, 2017 Board meeting.

Second : Mr. Allen

Mr. Rutherford requested the minutes be corrected to properly record unanimous approval of resolutions.

The June 8, 2017 minutes were approved unanimously as corrected.

b) Consideration of Announcements by Staff

Mr. Dickey wished a happy birthday to Mr. Voggenreiter (July 23). He also noted the following handouts: (1) Maps showing the locations of the two valves that were closed and which contributed to the water outage earlier today; and (2) The corrected page 7 of the May Monthly Financial and Statistical Report.

c) Citizens' Time

There were no citizens in attendance who wished to speak.

2. COMMENDATION/PRESENTATION

a) Commendation: Terry Bejarano

Mr. Dickey asked Board Members to approve the Resolution commending Mrs. Bejarano on her retirement.

Motion : Mr. Rutherford moved that the Prince William County Service Authority Board of Directors hereby commends Mrs. Terry Bejarano for her exceptional service to the customers of the Prince William County Service Authority and the citizens of Prince William County, and conveys best wishes for happiness in her retirement.

Second : Mr. Ruecker

The motion passed by a unanimous vote.

b) Presentation: Universities Council on Water Resources Award

Chairman Eagles presented the Universities Council on Water Resources Award to Mr. Howell while Mr. Dickey read a brief description of the award. The Community Outreach Department won the national organization's prestigious Education and Public Service Award.

3. ACTION MATTERS

a) Approval of Agreement for a Construction Contract with D&M Painting Corporation for the Potomac Mills Water Storage Tank Rehabilitation Project

Mr. Dickey asked Board Members to approve the Resolution as provided.

Motion : Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves and authorizes the General Manager to execute the agreement with D&M Painting Corporation for the Potomac Mills Water Storage Tank Rehabilitation Project.

Second : Mr. Ruecker

General discussion was held.

The motion passed by a unanimous vote.

b) Approval of Capital Improvement Project Easement Acquisition and Condemnation Policy

Mr. Dickey explained the revised policy mirrors the Prince William County policy in some ways. Staff seeks to reduce the amount of time it takes to obtain an easement (from an approximately 15-month period to a six-month period). Mr. Dickey asked Board Members to approve the Resolution as provided.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors hereby approves the Capital Improvement Project Easement Acquisition and

Condemnation Policy and authorizes the General Manager to approve immediate publication and distribution.

Second : Mrs. Carr

Dr. Kooyoomjian expressed concerns about the use of certain terms as well as the timing of some events. Mr. Dickey advised he feels the terms and timing are necessary to reduce the amount of time it takes to obtain an easement. Discussion was held.

The motion passed by a unanimous vote.

- c) Approval of Work Authorization No. 18 to Dewberry Consultants, LLC to Prepare a Preliminary Engineering Report for the Heritage Hunt Sewage Pumping Station Force Main Project

Mr. Dickey advised Board Members the route through Conway Robinson State Forest is no longer an option based on the Virginia Attorney General's decision (to use the land only for forest needs). As a result, staff reviewed a number of route options for the force main project. Mr. Dickey asked Board Members to approve the Resolution as provided.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Work Authorization No. 18 and authorizes the General Manager to execute the Project Agreement with Dewberry Consultants, LLC to provide Water, Wastewater & I&I (Global) Engineering Services to prepare a Preliminary Engineering Report for the Heritage Hunt Sewage Pumping Station Force Main Project.

Second : Mr. Rutherford

General discussion was held.

The motion passed by a unanimous vote.

- d) Approval of Agreement for Construction Contract to Garney Companies, Inc. for Colchester Interceptor System Improvements

Mr. Dickey explained the next three action matters are all related to the Colchester Project. Chairman Eagles requested a motion that the Board consider the three items collectively rather than individually.

Motion : Mrs. Carr moved that the Prince William County Service Authority Board of Directors consider Action Matters d), e) and f) collectively rather than individually.

Second : Mr. Voggenreiter

Mr. Dickey asked Board Members to approve the first Resolution as provided.

Mr. Voggenreiter asked what type of responsibility each of the three companies has for this project. Mr. Dickey stated Garney Companies, Inc. lays the pipe in the ground; Arcadis U.S., Inc. serves as the owner's representative, coordinating between the engineer and the contractor, and providing onsite project management; and Michael Baker International, Inc. is the engineer of record who designed the project and will provide technical review during the project.

Mr. Rutherford asked if the Authority is keeping the old force main; Mr. Dickey replied staff will leave it in place until they decide what to do with it (e.g., use it as storage). Mr. Rutherford also asked staff to correct the references to "Occoquan Creek" to "Occoquan River."

Mr. Ruecker asked why the contingency for Garney Companies, Inc. is 5%. Mr. Dickey advised the amount is stipulated in the procurement regulations.

The motion passed by a unanimous vote.

- e) Approval of Work Authorization No. 8 to Arcadis U.S., Inc. to Provide Construction Management Services During Execution of Construction of the Colchester Interceptor System Improvements

Motion : Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Work Authorization No. 8 and authorizes the General Manager to execute the Project Agreement with Arcadis U.S., Inc. under the Project Construction and Program Management Services Contract to provide Construction Management Services during execution of construction of the Colchester Interceptor System.

Second : Mr. Voggenreiter

The motion passed by a unanimous vote.

- f) Approval of Work Authorization No. 18 to Michael Baker International, Inc. to Provide Construction Administration Services During Execution of Construction of the Colchester Interceptor System Improvements

Motion : Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Work Authorization No. 18 and authorizes the General Manager to execute the Project Agreement with Michael Baker International, Inc. to provide Water, Wastewater & I&I (Global) Engineering Services to provide Construction Administration Services during execution of construction of the Colchester Interceptor System.

Second : Mr. Voggenreiter

The motion passed by a unanimous vote.

4. GENERAL MANAGER'S REPORT

a) Mr. Dickey announced the Authority received the NACWA Peak Platinum 8 Award for 2016. Board Members and Mr. Dickey congratulated Dr. Mahieu and her staff for their outstanding work.

b) Water Academy: Mr. Howell shared some of the participants' feedback from the third session. Communications staff will include an article in the next issues of *Water Ways* and *The Pipeline*. Chairman Eagles and Mrs. Carr attended the session as well and shared some comments they heard.

c) Mr. Dickey noted the FY18 Learning Catalogs were included in Board Members' meeting packages and advised Mrs. Chaudhry was available to answer any questions. He congratulated Human Resources and Organizational Development (HROD) staff in doing a great job on the catalogs and the training program.

d) Mr. Dickey advised the Prince William Board of County Supervisors (via Deputy County Executive Chris Price) asked to have a joint meeting with the Authority's Board of Directors sometime in the fall. Board Members agreed to the meeting.

e) Mr. Dickey notified Board Members the final approved FY18-FY22 Capital Improvements Program binders are available for pickup.

- f) Mr. Dickey recommended the Board not meet in August unless an emergency arises.
- g) Mr. Dickey advised a Closed Meeting needs to be held.

5. ATTORNEY'S TIME

Mr. Viani confirmed a Closed Meeting needs to be held under Code of Virginia § 2.2-3711A7 with respect to Litigation.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mr. Rutherford commended staff on the impressive FY18 Learning Catalogs. He shared an article on water from *Nature Conservancy Magazine* with Mr. Howell so he could request extra copies of the magazine and/or article to add to the materials offered at the Grubbs Center.

Mr. Gonzales requested a summary of the "Roadmap to a Secure and Resilient Water and Wastewater Sector" report at the September Board meeting; Mr. Dickey agreed to provide same. Mr. Gonzales also asked for discussion about dual systems and reclaimed water, and he asked whether a study has been done. Mr. Dickey advised the Authority is creating a Master Plan soon and staff will be reviewing the possibility of dual systems and reclaimed water. Those systems are not economically feasible at this time.

Mrs. Carr reported the Architectural Review Selection Committee met on Monday, July 10 with the top three firms that are being considered; the sessions were very informative. She thanked Mr. Beefelt and Mrs. Nelson for their work on this project. Chairman Eagles added her thanks.

Mr. Allen thanked staff for their work in communicating the water outage issue today. He also appreciates the work on Heritage Hunt and looks forward to receiving an update about Mr. Beidas' meeting with the homeowners' association board.

Mr. Voggenreiter complimented Mr. Pannell (in his absence) and his staff for promptly providing a map Supervisor Lawson requested. He also congratulated HROD staff on the FY18 Learning Catalogs.

Dr. Kooyoomjian added his thanks for staff's work in coordinating the Architectural Review Selection Committee meeting. He also complimented HROD staff and Ms. Chaudhry on the FY18 Learning Catalogs. Dr. Kooyoomjian added his thanks to staff for their work on the water outage issue today.

Chairman Eagles shared her thanks for the Authority's excellent staff who work so hard. She also enjoyed the ice cream social on June 29.

7. ADMINISTRATIVE REPORTS

Chairman Eagles 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 Eagles announced a closed meeting at 8:35 PM for the purpose of discussing Litigation under Code of Virginia § 2.2-3711A7 and requested a motion for same.

Motion : Mr. Ruecker
Second : Mr. Rutherford

The motion passed by a unanimous vote.

Upon conclusion of the closed meeting at 9:20 PM and in compliance with the Freedom of Information Act, a motion was made by Mr. Voggenreiter 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 § 2.2-3711A7 with respect to 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 : Mr. Voggenreiter
Second : Mr. Ruecker

The motion passed by a unanimous vote.

9. ADDITIONAL ACTION MATTER

Mr. Dickey recommended Board Members approve the Resolution Mr. Viani proposed during the closed meeting. Mr. Viani read the motion: The Board of Directors of the Prince William County Service Authority authorizes the General Manager to terminate for convenience Comprehensive Agreement SA2113 and to take all steps necessary to complete this action.

Motion : Mr. Rutherford
Second : Mr. Voggenreiter

The motion passed by a unanimous vote.

10. ADJOURNMENT

The meeting adjourned at 9:27 PM.



Janice R. Carr
Secretary-Treasurer