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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 MARCH 9, 2017

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

Staff : Dean E. Dickey, Leslie A. Griffith, Lyle Beefelt, Samer Beidas, Keenan Howell, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Don Pannell, Brandon Pfleckl, Jim Pflugshaupt, Andrew Cockram, Ed Kovalchuk, Doug Shoop and Kim Murray.

Legal Counsel : Mark Viani

Absent : Ernie Gonzales

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### 1. WATER ART INVITATIONAL

The winners of the 2017 Water Art Invitational were recognized in the lobby of the Raymond L. Spittle Building prior to the Board meeting.

### 2. GENERAL MATTERS

Chairman Eagles called the meeting to order at 7:38 PM.

a) Consideration of Approval of Minutes of February 9, 2017

Chairman Eagles called for approval of the Minutes of the February 9, 2017 Board meeting.

Motion : Dr. Kooyoomjian moved to approve the Minutes of the February 9, 2017 Board meeting.  
Second : Mr. Ruecker  
Ayes : Kooyoomjian, Ruecker, Allen, Carr, Eagles, Voggenreiter  
Abstain : Rutherford  
Absent : Gonzales

b) Consideration of Announcements by Staff

Mr. Dickey wished happy birthday to Dr. Kooyoomjian and Mrs. Eagles. He reminded Board Members of the Service Awards luncheon on April 12 and the Science Fair Awards on April 13. Mr. Dickey announced the Prince William-Manassas regional Science Fair is scheduled for Saturday, March 11. He also noted the spring 2017 issue of *The Pipeline* at Board Members' places.

c) Citizens' Time

There were no citizens in attendance who wished to speak.

3. COMMENDATION

a) Commendation: Lester A. Johnson, Jr.

Mr. Dickey asked Board Members to approve the Resolution commending Mr. Johnson on his retirement.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors hereby commends Mr. Lester A. Johnson, Jr. for his dedicated service to the customers of the Prince William County Service Authority and the citizens of Prince William County, and expresses best wishes for happiness in his retirement.

Second : Mrs. Carr

Ayes : Ruecker, Carr, Allen, Eagles, Kooyoomjian, Rutherford, Voggenreiter

Absent : Gonzales

4. ACTION MATTERS

a) Declare Service Authority-Owned Property at 7600 Old Carolina Road "Surplus"

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 declares as surplus and authorizes the General Manager to dispose of the designated parcel of real estate in accordance with Chapter 6, Sales and Disposal of Property and Supplies, Section 76005 and 76010 of the Service Authority Purchasing and Contracts Policy.

Second : Mr. Voggenreiter

Ayes : Ruecker, Voggenreiter, Allen, Carr, Eagles, Kooyoomjian, Rutherford

Absent : Gonzales

b) Approval to use Design/Build as a Project Delivery Method for the Montclair Water Booster Pump Station and Montclair Booster Station Transmission Main Projects

Mr. Dickey explained that, given the complexity of this project, Design/Build is the preferred project delivery method; he 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 use of Design/Build as a Project Delivery Method for the Montclair Water Booster Pump Station and Montclair Booster Station Transmission Main projects, and authorizes the General Manager to initiate the procurement process to secure the services of the best qualified Design/Builder.

Second : Dr. Kooyoomjian

Discussion was held.

Ayes : Ruecker, Kooyoomjian, Allen, Carr, Eagles, Rutherford, Voggenreiter  
Absent : Gonzales

c) Approval of the February 2017 Prince William County Service Authority Water and Sewer Utility Standards Manual

Mr. Dickey noted the Utility Standards Manual (USM) was last approved by the Board in 2008. He asked Board Members to approve the updated USM and the Resolution as provided.

Motion : Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves the February 2017 Prince William County Service Authority Water and Sewer Utility Standards Manual and authorizes the General Manager to approve immediate publication and distribution.

Second : Mrs. Carr

Dr. Kooyoomjian expressed the importance of the USM and recommended approving the updated version.

Ayes : Kooyoomjian, Carr, Allen, Eagles, Ruecker, Rutherford, Voggenreiter  
Absent : Gonzales

5. GENERAL MANAGER'S REPORT

a) Mrs. Nelson reviewed the FY2017 Annual Customer Survey Results. The Authority's overall satisfaction rating was 8.9 on a scale of 1-10, which is consistent with the ratings for the past five years. Staff is working diligently to improve emergency communications efforts for customers. Mrs. Carr asked about a specific comment/complaint on the report; Mrs. Nelson answered that staff reads all comments. Operations and Maintenance staff reached out to this customer and have not yet received a response. Mr. Dickey confirmed staff will look into this problem to ensure it is resolved.

b) Update on Heritage Hunt: Staff held a meeting with the Heritage Hunt community on March 7 regarding the new pump station and force main. Residents are concerned about possible disruptions in the community. Staff will investigate alternatives for the force main alignment and also consider decoupling the force main from the pump station. Discussion was held.

c) Mr. Dickey reported he is speaking at the Woodbridge Senior Center on Wednesday, March 22 at 12:00 noon.

d) In follow up to Mr. Ruecker's question at the February Board meeting about "Buy American" contract provisions, Mr. Beefelt reported the Virginia Public Procurement Act has no provision for requiring American-made products; therefore, the Authority is not allowed to set those requirements. The Authority must consider all qualified vendors and manufacturers.

e) Mr. Dickey congratulated Communications staff on their outstanding work in coordinating and presenting the Water Art Invitational (WAI). Mrs. Eagles noted she spoke with one of the water art judges (who is a professional artist) at another event recently who commented on how talented the students are and how well the WAI is done.

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

6. ATTORNEY'S TIME

Mr. Viani expressed his appreciation for the WAI on behalf of his firm (they are a sponsor). He confirmed a closed meeting needs to be held under Code of Virginia § 2.2-3711A7, Litigation.

7. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Dr. Kooyoomjian thanked staff for the WAI and noted the great participation by students and sponsors. He announced the Prince William Committee of 100 is hosting an event at the Heritage Hunt Clubhouse on March 16 about Prince William County (PWC) Homeowners' Associations (HOAs). The PWC Public Works-hosted annual neighborhood conference is scheduled for March 18. He also complimented staff on the Utility Standards Manual update.

Mr. Voggenreiter added his congratulations to staff on the WAI.

Mr. Allen also expressed his appreciation for the WAI. He thanked Authority staff who presented at the Heritage Hunt community meeting on March 7; he appreciates staff being proactive in addressing residents' concerns.

Mrs. Carr added the door prizes provided at the WAI were a nice touch. She was impressed at the size of the crowd this year.

Mr. Ruecker commended Mr. Howell and the Communications staff on the WAI. He thanked Mr. Shoop and Mr. Kovalchuk for attending the meeting with the Montclair HOA.

Mr. Rutherford asked if the Authority receives feedback from WAI sponsors on the exposure they receive. Mr. Dickey answered that most sponsors support the students and their art, and are not expecting recognition. He appreciated Mr. Rutherford's suggestion that sponsors receive some type of recognition during the awards presentation.

Chairman Eagles added her congratulations to staff on the WAI. She also thanked Mr. Pannell and his staff for the Powells Creek cleanup.

8. ADMINISTRATIVE REPORTS

Chairman Eagles asked the Board Members to please provide any questions they may have on the Administrative Reports to Mr. Dickey for dissemination to the appropriate staff member.

9. CLOSED MEETING

Chairman Eagles announced a closed meeting at 8:27 PM for the purpose of discussing Litigation under § 2.2-3711A7, and requested a motion for same.

Motion : Mr. Ruecker  
Second : Mrs. Carr  
Ayes : Ruecker, Carr, Allen, Eagles, Kooyoomjian, Rutherford, Voggenreiter  
Absent : Gonzales

Upon conclusion of the closed meeting at 9:10 PM and in compliance with the Freedom of Information Act, a motion was made by Mrs. Carr and seconded by Dr. Kooyoomjian 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, 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. Carr  
Second : Dr. Kooyoomjian  
Ayes : Carr, Kooyoomjian, Allen, Eagles, Ruecker, Rutherford, Voggenreiter  
Absent : Gonzales

10. ADDITIONAL ACTION MATTER

- a) Board Support to Establish a Local Facilities Charge for the Cost of Acquisition of the Groveton Road Sewage Pump Station

Chairman Eagles called for a motion for the referenced Resolution.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors hereby supports the intent of the Service Authority to establish a Local Facilities Charge to assess undeveloped properties in the Broad Run sewer shed to be served by the Groveton Road Sewage Pump Station a pro-rata share of the cost of acquiring the Groveton Road Sewage Pump Station in order to connect to and receive sanitary sewer service by the Groveton Road Sewage Pump Station as a regional facility.  
Second : Mr. Rutherford  
Ayes : Ruecker, Rutherford, Allen, Carr, Eagles, Kooyoomjian, Voggenreiter  
Absent : Gonzales

11. ADJOURNMENT

The meeting adjourned at 9:12 PM.

  
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Janice R. Carr  
Secretary-Treasurer