



# Service Authority

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

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

## MINUTES OF BOARD OF DIRECTORS MEETING OF OCTOBER 12, 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, Leslie Griffith, Lyle Beefelt, Samer Beidas, Keenan Howell, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Don Pannell, Brandon Pfleckl, Jim Pflugshaupt, Kathy Bentz, Doug Shoop, and Kim Murray.

Legal Counsel : Mark Viani.

Guests : Jay Kirk/Brown and Caldwell.

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### 1. GENERAL MATTERS

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

#### a) Consideration of Approval of Agenda

Mr. Gonzales moved to amend the original Agenda to reorder the Action Matters; he wished to allow more time to discuss original item 3.a), which would now become 3.e). Mr. Gonzales proposed the reordering as follows:

- 3.b) becomes 3.a)
- 3.e) becomes 3.b)
- 3.c) stays as 3.c)
- 3.d) stays as 3.d)
- 3.a) becomes 3.e)

Chairman Ruecker called for a motion to approve the Amended Agenda as proposed.

Motion : Mr. Gonzales moved to approve the Amended Agenda as proposed.  
Second : Dr. Kooyoomjian

The Amended Agenda was approved unanimously.

b) Consideration of Approval of Minutes of September 14, 2017

Chairman Ruecker called for approval of the Minutes of the September 14, 2017 Board meeting.

Motion : Dr. Kooyoomjian moved to approve the Minutes of the September 14, 2017 Board meeting.  
Second : Mr. Gonzales

The September 14, 2017 minutes were approved unanimously.

c) Consideration of Announcements by Staff

Mr. Dickey introduced Ms. Kathy Bentz, the new Community Relations and Outreach Manager, to Board Members and read her biography. Board Members welcomed Ms. Bentz.

d) Citizens' Time

There were no citizens in attendance who wished to speak.

2. COMMENDATION

a) Commendation: Craig Liming

Mr. Dickey asked Board Members to approve the Resolution recognizing Mr. Liming's 32 years of service.

Motion : Mr. Rutherford moved that the Prince William County Service Authority Board of Directors hereby commends Mr. Craig Liming 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. Carr

The motion passed by a unanimous vote.

3. ACTION MATTERS

a) Approval of Work Authorization No. 50 to Rinker Design Associates, P.C. for the H.L. Mooney Advanced Water Reclamation Facility Multiple Hearth Incinerator Technical Evaluation

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

Motion : Mr. Gonzales moved that the Prince William County Service Authority Board of Directors hereby approves the Project Agreement for Work Authorization No. 50 and authorizes the General Manager to execute the Project Agreement with Rinker Design Associates, P.C. to provide Engineering and Architectural Services for the H.L. Mooney Advanced Water Reclamation Facility Multiple Hearth Incinerator Technical Evaluation

Second : Dr. Kooyoomjian

The motion passed by a unanimous vote.

- b) Approval of First and Final Amendment to Agreement for Work Authorization No. 30 with CH2M Hill to Serve as Owner's Project Representative During Construction of the Fluidized Bed Incinerator Air Pollution Control Upgrades at the H.L. Mooney Advanced Water Reclamation Facility

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

Motion : Mr. Gonzales moved that the Prince William County Service Authority Board of Directors hereby approves the First and Final Amendment to the Agreement for Work Authorization No. 30 with CH2M Hill to Serve as Owner's Project Representative During Construction of the Fluidized Bed Incinerator Air Pollution Control Upgrades at the H.L. Mooney Advanced Water Reclamation Facility.

Second : Dr. Kooyoomjian

The motion passed by a unanimous vote.

- c) Approval of Agreement between Board of County Supervisors of Prince William County and Prince William County Service Authority for Betterment of Water Facility on the Route 1 Widening Improvement Project (Featherstone Road to Marys Way)

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

Motion : Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby approves the Agreement Between Board of County Supervisors of Prince William County and Prince William County Service Authority for Betterment of Water Facility on the Route 1 Widening Improvement Project (Featherstone Road to Marys Way) and authorizes the General Manager to execute the Agreement for Prince William County Project 0001-076-255, C501. Approval of the Board will be required if the lowest actual bid exceeds the authorization.

Second : Mr. Gonzales

The motion passed by a unanimous vote.

- d) Approval of Utility Relocation Agreement between FAM Construction, LLC and Prince William County Service Authority for the Adjustment and/or Relocation of Utility Facilities Related to the Transform 66 P3 Project

Mr. Dickey noted the contractor (FAM Construction, LLC) is performing work for the Virginia Department of Transportation (VDOT) on this project. VDOT had the contractor enter into separate agreements with utilities that may need to relocate facilities on this project. He asked Board Members to approve the Resolution as presented.

Motion : Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to execute a Utility Relocation Agreement and future amendments in accordance with the thresholds in the purchasing regulations with FAM Construction, LLC to coordinate the needed utility relocations and possible utility betterments for the VDOT's Transform 66 P3 project.

Second : Mrs. Carr

Dr. Kooyoomjian asked what the cost will be for this project. Mr. Dickey responded there is no cost to the Service Authority unless utility betterments are needed. Staff does not know at this time whether betterments will be needed.

The motion passed by a unanimous vote.

- e) Approval to use Design/Build as the Project Delivery Method for the H.L. Mooney Advanced Water Reclamation Facility Upgrade to Include Primary Clarifiers Odor Control, Primary Electrical Improvements, the Primary Clarifiers Rehabilitation and Necessary Additional Work

Dr. Mahieu provided a presentation explaining the work to be done, reasons for the work, and where the work is located at the plant.

Motion : Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby approves the use of Design/Build as the Project Delivery Method for the H.L. Mooney Advanced Water Reclamation Facility Primary Clarifiers Odor Control, Primary Electrical Improvements, the Primary Clarifiers Rehabilitation and the miscellaneous projects listed in the attachment to this Resolution, and authorizes the General Manager to initiate the procurement process to secure the services of the best qualified Design/Builder.

Second : Mrs. Carr

Discussion was held. Mr. Dickey explained the benefits of using Design/Build on the 11 projects specified in the information package. Authority staff feels it is best to have one firm coordinate all of the work instead of having 11 contractors on site, all trying to work around each other, and managing 11 different contracts. Mr. Rutherford inquired about the kinds of contractors this work will attract. Mr. Dickey stated this work will attract larger contractors. Mr. Gonzales agreed to the benefits of having one contractor perform and oversee all of the work. He asked why staff would stop at 11 sub-projects, and asked if the Board should consider approving more projects to have other necessary work done at the same time. Dr. Mahieu explained staff reviewed all of the Capital Improvements Program (CIP) projects and considered which projects were most urgent and what types of disciplines contractors would need. Staff prioritized the 11 projects and said they could match the types of disciplines available to get the work done. Mr. Gonzales asked if there are any other projects that should be added. Dr. Mahieu answered there were originally 14-15 projects staff considered, but they decided on the 11 that are most critical. Staff believe these are the best match.

Mr. Gonzales asked if the Board could reconsider the additional three to four projects. Mr. Dickey noted some contracts may require different expertise and types of contractors. Mr. Dickey suggested the Resolution be revised to read, "...the Primary Clarifiers Rehabilitation and other miscellaneous projects..." (instead of "...the [eleven] miscellaneous projects listed in the attachment to this Resolution..."). Additional discussion was held.

**Note: No vote was taken on the original motion.**

Motion : Mrs. Eagles moved to amend the original motion and the original Resolution to read, "The Prince William County Service Authority Board of Directors hereby approves the use of Design/Build as the Project Delivery Method for the H.L. Mooney Advanced Water Reclamation Facility (AWRF) Primary Clarifiers Odor Control, Primary Electrical Improvements, the Primary Clarifiers Rehabilitation and other miscellaneous projects at the H.L. Mooney AWRF, and authorizes the General Manager to initiate the procurement process to secure the services of the best qualified Design/Builder."

Second : Mr. Gonzales

The amended motion passed by a unanimous vote. The amended Resolution also passed by a unanimous vote.

4. GENERAL MANAGER'S REPORT

a) Mr. Dickey reported the Authority's first Innovation Awards and Expo was held on October 3 and was very successful. The Grand, First and Second Place Prize winners will have their entries on display in the lobby for viewing before the November Board meeting.

b) New Spittle Building: Mr. Dickey advised the Authority received the proposal from RRMM Lukmire for the first conceptual design.

c) 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 § 2.2-3711A3 with respect to Disposition of Real Property and § 2.2-3711A7, Litigation.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mr. Allen thanked Mrs. Nelson and Ms. Murray for their assistance with a constituent issue.

Mr. Voggenreiter asked about the water tank at Limestone (in Gainesville). It was in the midst of a number of trees, which were recently cut down, and now the tank is visible (and dirty/rusted). Mr. Dickey advised the tank is scheduled for rehabilitation soon. Staff will provide a schedule for the work at the next Board meeting.

Mr. Gonzales acknowledged receipt of information he requested from staff on the George Mason University design competition in which Ms. Herrera (Engineering) recently competed. He asked if students who are being mentored by Authority staff would be considered for the Authority's internship program. He also asked if the program is adequate to support SA staff working with students. Mr. Gonzales also stated he recently asked Mr. Dickey for information about the total number of contracts the Board has reviewed and approved in the past four years (separated into those that are above, and those that are below, \$1 million), and whether staff and the Board are spending their time efficiently in preparing, reviewing and approving these contracts. After studying the information provided, as well as the Board's policies, Mr. Gonzales learned 80% of the items the Board approves are \$1 million or less, and 20% are greater than \$1 million, although those 20% comprise 80% of the budget. He suggested the Board give the general manager higher approval authorization so the Board can spend their time on larger projects, leading to more efficiency and effectiveness as a Board. As a result, smaller projects could be implemented more quickly. Mr. Gonzales suggested the general manager's purchasing authority be increased from \$200,000 to \$1 million. Chairman Ruecker asked Board Members for their initial thoughts on the proposed increase. Discussion followed. Chairman Ruecker advised the Board will consider Mr. Gonzales' suggestion and discuss it further at the November Board meeting. Mr. Gonzales added his thanks to staff for doing a great job.

Dr. Kooyoomjian thanked Mr. Gonzales for his discussion on the Design-Build item for H.L. Mooney AWRP projects. He also thanked Mrs. Eagles for providing excellent leadership during her term as Chairman of the Board of Directors. Dr. Kooyoomjian appreciated the orientation and tour provided to Supervisor Anderson and her staff on September 28. He also noted he attended a Federal Water Quality Association meeting today at the Alexandria Renew offices. The subject of non-flushable wipes was part of the discussion and Dr. Kooyoomjian noted the public needs to be educated about the problems that come from flushing wipes.

Mr. Ruecker mentioned the nice letter of thanks he received from Supervisor Anderson for the orientation and tour on September 28.

7. ADMINISTRATIVE REPORTS

Chairman Ruecker 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 Ruecker announced a closed meeting at 8:47 PM for the purpose of discussing Disposal of Real Property under Code of Virginia § 2.2-3711A3 and Litigation under § 2.2-3711A7, and requested a motion for same.

Motion : Mrs. Carr  
Second : Mr. Gonzales

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 Dr. Kooyoomjian and seconded by Mr. Rutherford 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 with respect to Disposal of Real Property and § 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 : Dr. Kooyoomjian  
Second : Mr. Rutherford

The motion passed by a unanimous vote.

9. ADJOURNMENT

The meeting adjourned at 9:21 PM.

  
Kurt E. Voggenreiter II  
Secretary-Treasurer