

Prince William County Service Authority
4 County Complex Court
P. O. Box 2266
Woodbridge, VA 22195-2266

Phone (703) 335-7900
Fax (703) 335-7905
www.pwcsa.org



Service Authority
Prince William County

Paul Colangelo, Jr., Chair
B. Paul O'Meara, Jr., Vice Chair
Joyce P. Eagles, Secretary/Treasurer
Jim Almond, Member
Dean E. Dickey, Member
K. Jack Kooyoomjian, Ph.D., Member
Marlo Thomas Watson, Member
Harry W. Wiggins, Member

Calvin D. Farr, Jr., P.E., General Manager/CEO

MINUTES OF BOARD OF DIRECTORS MEETING OF SEPTEMBER 14, 2023

Board Members Present: Jim Almond (via MS Teams), Dean E. Dickey, Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D. (via MS Teams), B. Paul O'Meara, Jr., Marlo Thomas Watson, and Harry Wiggins.

Board Members Absent: Paul Colangelo, Jr.

Staff: Calvin D. Farr, Jr., Hari Kurup, Astrid Nelson, Don Pannell, Najee Alleyne, Angela Bauman, Lyle Beefelt, Samer Beidas, Kathy Bentz, Rachel Carlson, Andrew Cockram, Lanetta Farris, Michael Fox, Shani Goodson, Debbie Maxwell (via MS Teams), Heren Mekonnen, Tony Piccione, Doug Shoop, Brian Sipes, Shannon Spence, Jerry Stokes, Priscilla Wallace, Jeanetta Williams, and Kim Murray.

Legal Counsel: Mark Viani/Bean Kinney & Korman, P.C.

Guests: Judy and Harper O'Meara; Henry Smart/AECOM; Norm Gadzinski and Meredith Welle/HDR; Zach Lenkay, Dan Kendlage, and Allen McCullough/Ulliman Schutte.

Dr. Kooyoomjian joined the meeting via Microsoft Teams at 6:44 PM (from his home in Woodbridge, Virginia, for personal reasons).

1. CALL TO ORDER and GENERAL MATTERS

Chair O'Meara called the meeting to order at 6:45 PM.

a) Consideration of Approval of Minutes of July 13, 2023 Board Meeting

Chair O'Meara asked if there were any corrections to the Minutes of the July 13, 2023 Board Meeting; hearing none, the minutes were approved as presented.

b) Consideration of Announcements by Staff

i. At Places: Mr. Farr noted the following items at Board Members' places: (1) A corrected copy of the justification memo for Item 3.c) of the Consent Agenda (Approval of Change Order No. 2 to Contract SA-2104 with AECOM Technical Service, Inc. for Owner's Consultant Services for the H.L. Mooney Advanced Water Reclamation Facility Wide Improvement Project). On page 2 of the memo, there was a typo that incorrectly stated that the Design-Builder's Preliminary Stage period of performance was increased by 118 days; that should have read "218 days." This corrected version will be included in the official record; (2) A copy of the VIBE Updates Briefing that will be presented at this meeting; and, (3) A printed copy of the FY23 Accomplishments Report (which was provided in Board Members' packages).

c) Citizens' Time

There were no citizens attending who signed up to speak.

2. COMMENDATION/PRESENTATIONS

a) Commend: Stuart Neal Holleman

Mr. Holleman was unable to attend the Board Meeting. Chair O'Meara called for a motion to approve the resolution commending Mr. Holleman.

Motion: Mr. Dickey moved that the Prince William County Service Authority Board of Directors does hereby commend Mr. Stuart Neal Holleman 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. Thomas Watson

Ayes: Dickey, Thomas Watson, Eagles, Kooyoomjian (via MS Teams), O'Meara, Wiggins

Absent: Almond, Colangelo

b) Presentation: VIBE Updates Briefing. Mr. Farr explained that staff will provide an update on the Service Authority's VIBE (Diverse Voices, Inclusion, Belonging, and Equity) program. Ms. Williams, Director of Data Management, introduced Ms. Mekonnen, who now leads the VIBE efforts. Ms. Mekonnen presented updates on the VIBE journey, accomplishments, and next steps. Mr. Beefelt shared information about the Supplier Diversity Program.

Mr. Almond joined the meeting via Microsoft Teams at 6:52 PM (from Suffolk, Virginia for personal reasons).

3. CONSENT AGENDA

Chair O'Meara noted that offline discussions with some Board Members led him to pull items 3.b) Approval of an Agreement Between Prince William County Service Authority and Ulliman Schutte Construction, LLC (Contract SA-2101B) to Provide Design-Build Completion Stage Services for the H.L. Mooney Advanced Water Reclamation Facility Wide Improvements Project; and 3.c) Approval of Change Order No. 2 to Contract SA-2104 with AECOM Technical Services, Inc. for Owner's Consultant Services for the H.L. Mooney Advanced Water Reclamation Facility Wide Improvements Project.

Chair O'Meara called for a motion to approve items 3.a) and 3.d) on the Consent Agenda:

- a) Approval of the Prince William County Service Authority Board of Directors' Public Meeting Policy, and,
- d) Approval of Agreement SA-2316 with WGK Construction, LLC to Construct the Eastern Area Pressure Reducing Valves Project.

Motion: Mr. Dickey moved that the Prince William County Service Authority Board of Directors approve items 3.a) and 3.d) on the Consent Agenda as presented.

Second: Mr. Wiggins

Ayes: Dickey, Wiggins, Almond (via MS Teams), Eagles, Kooyoomjian (via MS Teams), O'Meara, Thomas Watson

Absent: Colangelo

- b) Approval of an Agreement Between Prince William County Service Authority and Ulliman Schutte Construction, LLC (Contract SA-2101B) to Provide Design-Build Completion Stage Services for the H.L. Mooney Advanced Water Reclamation Facility Wide Improvements Project.

Motion: Mr. Dickey 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 Ulliman Schutte Construction, LLC (Contract SA-2101B) for Design-Build Completion Stage Services for H.L. Mooney Advanced Water Reclamation Facility Wide Improvements Project, for a Guaranteed Maximum Price in the amount of \$171,397,600, plus a Cost Escalation Contingency of \$4,500,000, a Perfect Effluent Permit Compliance Contingency of \$500,000, and an Owner's General Contingency of \$12,854,820, for a total authorization not to exceed \$189,252,420.

Second: Mr. Wiggins

Discussion was held. Mr. Dickey asked the Board to revisit, at a future date, the levels of approval authority for contingencies in the future, particularly since this contract has a large Owner's General Contingency. Chair O'Meara asked staff to examine and report back to the Board at a future date.

Ayes: Dickey, Wiggins, Almond (via Teams), Eagles, Kooyoomjian (via Teams), O'Meara, Thomas Watson

Absent: Colangelo

- c) Approval of Change Order No. 2 to Contract SA-2104 with AECOM Technical Services, Inc. for Owner's Consultant Services for the H.L. Mooney Advanced Water Reclamation Facility Wide Improvements Project.

Motion: Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby approves Change Order No. 2 to Contract SA-2104 and authorizes the General Manager to execute Change Order No. 2 to Contract SA-2104 with AECOM Technical Services, Inc. for Owner's Consultant Services for the H.L. Mooney Advanced Water Reclamation Facility Wide Improvements Project in the amount of \$5,298,303, for a total authorization not to exceed \$14,516,803.

Second: Mrs. Thomas Watson

Ayes: Kooyoomjian (via Teams), Thomas Watson, Almond (via Teams), Dickey, Eagles,
O'Meara, Wiggins
Absent: Colangelo

4. GENERAL MANAGER'S REPORT

a) Mr. Farr announced that the Service Authority's Fleet Staff has been recognized with the Automotive Service Excellence (ASE) "Blue Seal of Excellence." The team qualified because 100% of our automotive staff are certified ASE automotive mechanics in two categories – Automobile/Light Truck and Medium/Heavy Truck. ASE evaluates recognition under this esteemed program annually to ensure professional certification credentials remain current. This is the first time the Service Authority has qualified for the program. Mr. Farr stated he appreciates our Fleet Staff and the outstanding service they provide.

b) Mr. Farr also reported that Prince William County (PWC) Executive Chris Shorter, and Acting Deputy County Executive Wade Hugh, visited the Mooney plant on August 17 for a presentation and plant tour.

c) Mr. Farr noted that he joined Chair O'Meara and Mr. Pannell for a tour of the Occoquan River Crossing Project with Fairfax Water staff and the contractor. This is a major project to ensure a reliable water supply to eastern PWC.

d) Mr. Farr attended a recent call regarding the Low-Income Household Water Assistance Program (LIHWAP). Attendees included a representative from Senator Tim Kaine's office, representatives from the Association of Metropolitan Water Agencies, and other utility leaders.

e) Service Authority staff continues to work with the PWC attorney and staff on a Memorandum of Understanding to design the sewer improvements for Bristow Manor. He will continue to update the Board as things progress.

f) Mr. Farr noted that, as of September 11, the flow in the Potomac River has increased and is now above all drought thresholds. The Interstate Commission on the Potomac River Basin (ICPRB) will continue monitoring, and Mr. Farr will update the Board if the situation changes.

g) Mr. Farr referred to the FY2023 Business Accomplishments Report, which was provided at Members' places. He commended staff on their hard work.

h) Mr. Farr participated in two recent webinars where he shared the Service Authority's VIBE journey. Ms. Williams also presented on the program at a recent conference.

i) The Virginia Section of the American Water Works Association (Virginia AWWA) WaterJAM conference was held earlier this week in Virginia Beach. Twelve Service Authority employees were invited to present on a variety of topics, from Asset Management to SCADA (Supervisory Control and Data Acquisition) to our VIBE journey.

j) The Virginia AWWA Water Distribution Seminar and Utility Rodeo will be held October 10-12, 2023, in Roanoke. Service Authority teams will participate in several of the "Rodeo" events, as they did last year (where they placed in the top three of three contests). Mr. Farr shared that this year, the Service Authority also has a women's team entered in the Hydrant Hysteria event.

k) Mr. Farr reminded Board Members the Service Awards Luncheon will be held on Wednesday, September 27, 2023, at Old Hickory Golf Club.

l) Mr. Farr invited Board Members to attend the Continuous Improvement & Innovation Awards scheduled for Wednesday, October 18 at the Grubbs Environmental Center. The program recognizes employees for implementing creative innovations and continuous improvements that benefit the Service Authority and its customers. He encouraged Board Members to attend the expo and speak with employees about their improvements and innovations.

m) The Service Authority is holding its first annual "Trick or Treatment" event at the H.L. Mooney Advanced Water Reclamation Facility on Saturday, October 28, 2023. At this family-friendly

event, participants can learn about the Service Authority, the world of wastewater, and the environment, all with a Halloween twist. More than 20 community partners are participating in this event.

n) Mr. Farr advised that a closed meeting is needed this evening.

5. ATTORNEY'S TIME

As an update to his report at the July 13, 2023, Board meeting, Mr. Viani advised the Zoning Text Amendment advanced at a PWC Planning Commission hearing last night with a unanimous recommendation of support. He thanked Mr. Beidas, Ms. Maxwell, and Mr. Silver for their work on this matter.

Mr. Viani confirmed a closed meeting is needed under Code of Virginia § 2.2-3711A6, Expenditure of Public Funds/Procurement, and § 2.2-3711A7, Litigation.

Chair O'Meara requested a motion to authorize a closed meeting to discuss items under Code of Virginia § 2.2-3711A6, Expenditure of Public Funds/Procurement, and § 2.2-3711A7, Litigation.

Motion: Mr. Dickey
Second: Mr. Wiggins
Ayes: Dickey, Wiggins, Almond (via MS Teams), Eagles, Kooyoomjian (via MS Teams), O'Meara, Wiggins
Absent: Colangelo

6. ADMINISTRATIVE REPORTS

Discussion was held. In the interest of time, the quarterly presentation on the financial report was deferred to the October Board meeting.

7. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Eagles noted Supervisor Franklin is holding a meeting with her appointees this weekend; she thanked Ms. Bentz for providing the information she requested for the meeting.

Mrs. Thomas Watson applauded the VIBE team on their work, and the Fleet Team on their ASE award. She also congratulated the Communications on the water drop images they created. She encouraged employees to continue doing an amazing job.

Mr. Dickey congratulated staff on the Mooney Design-Build project; it is an important project for the environment, for Service Authority customers, and for the Service Authority and staff.

Mr. Almond stated he is always thrilled to hear about the great things the Service Authority staff is doing. He congratulated Calvin on his leadership as well.

Dr. Kooyoomjian thanked the Board Officers for their work in leading the Board. He also thanked several staff members for their work on VIBE and the Design-Build project. He also congratulated Mr. Viani and staff for their work at the Planning Commission meeting and on the Zoning Text Amendment.

Chair O'Meara stated it has been a great privilege to serve as the Board Chair for the past two years; he is proud of the work and accomplishments they have made. He feels the Service Authority is the most exceptional organization in PWC and is the best water utility in the county.

Chair O'Meara decided to hold the Elections prior to the Closed Meeting in order to have a quorum present for the voting.

8. ELECTIONS

Led by general counsel Mark Viani, Board Members followed standard procedures for elections. Mr. Viani explained the process by which the elections would be held.

With unanimous consent of those present or attending remotely, Mr. Viani opened the floor to nominations for the Office of Chair.

Dr. Kooyoomjian nominated Mr. Colangelo for the Office of Chair.

Hearing no other nominations, and with unanimous consent of those present or attending remotely, Mr. Viani closed the floor to nominations for the Office of Chair.

Vote for the Office of Chair: By a unanimous vote of those present or attending remotely, Mr. Viani announced Mr. Colangelo is Chair.

With unanimous consent of those present or attending remotely, Mr. Viani opened the floor to nominations for the Office of Vice Chair.

Mrs. Thomas Watson nominated Mr. O'Meara for the Office of Vice Chair.

Hearing no other nominations, and with unanimous consent of those present or attending remotely, Mr. Viani closed the floor to nominations for the Office of Vice Chair.

Vote for the Office of Vice Chair: By a unanimous vote of those present or attending remotely, Mr. Viani announced Mr. O'Meara is Vice Chair.

With unanimous consent of those present or attending remotely, Mr. Viani opened the floor to nominations for the Office of Secretary/Treasurer.

Mrs. Thomas Watson nominated Mrs. Eagles for the Office of Secretary/Treasurer.

Hearing no other nominations, and with unanimous consent of those present or attending remotely, Mr. Viani closed the floor to nominations for the Office of Secretary/Treasurer.

Vote for the Office of Secretary/Treasurer: By a unanimous vote of those present or attending remotely, Mr. Viani announced Mrs. Eagles is Secretary/Treasurer.

Mr. Viani congratulated the officers for the next year (2023-2024): Paul Colangelo, Jr., Chair; B. Paul O'Meara, Jr., Vice Chair; and Joyce P. Eagles, Secretary/Treasurer.

9. CLOSED MEETING

Chair O'Meara announced a closed meeting at 7:55 PM to discuss items under Code of Virginia § 2.2-3711A6, Expenditure of Public Funds/Procurement, and § 2.2-3711A7, Litigation.

Upon conclusion of the closed meeting at 8:41 PM, and in compliance with the Freedom of Information Act, a motion was made by Mrs. Thomas Watson and seconded by Mr. Dickey 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, Expenditure of Public Funds/Procurement, and § 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: Mr. Dickey
Second: Mrs. Eagles
Ayes: Dickey, Eagles, Almond (via MS Teams), Kooyoomjian (via MS Teams), O'Meara, Thomas Watson, Wiggins
Absent: Colangelo

10. ADJOURNMENT

There being no further business, the meeting adjourned at 8:41 PM.

Mr. Almond and Dr. Kooyoomjian disconnected their calls at 8:42 PM.



Joyce P. Eagles
Secretary/Treasurer