



Service Authority

Paul E. Ruecker, Chairman
Eric A. Young, Vice Chairman
Janice R. Carr, Secretary-Treasurer
Joyce P. Eagles, Member
Ernie Gonzales, Member
Dr. K. Jack Kooyoomjian, Member
David A. Rutherford, Member
L. Ben Thompson, Member

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

MINUTES OF BOARD OF DIRECTORS MEETING OF MARCH 13, 2014

Board Members Present : Janice R. Carr, Joyce Eagles, Ernie Gonzales, Paul E. Ruecker, L. Ben Thompson, and Eric A. Young

Staff : Dean E. Dickey, Leslie A. Griffith, Lyle Beefelt, Samer Beidas, Keenan Howell, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Don Pannell, James Pflugshaupt, Scott Hartman, Conrad Holtslag, Damion Lampley, John Rich, Mark Saemann, Rick Visger, and Kimberly Murray

Legal Counsel : Mark Viani

Absent : K. Jack Kooyoomjian, Ph.D. and David A. Rutherford

Guests : Shannon Spence and Mik Botha, ARCADIS
Jeremy Spittle, RDA

1. WATER ART INVITATIONAL

The winners of the 2014 Water Art Invitational were recognized in the lobby of the Raymond L. Spittle Building prior to the Board meeting.

2. GENERAL MATTERS

Chairman Ruecker called the meeting to order at 7:33 PM.

a) Consideration of Approval of Minutes of January 9, 2014

Chairman Ruecker called for approval of the Minutes of the January 9, 2014 Board meeting.

Motion : Mr. Young moved to approve the Minutes of the January 9, 2014 Board meeting.
Second : Mr. Thompson
Ayes : Young, Thompson, Eagles, Gonzales, Ruecker
Abstain: Carr
Absent : Kooyoomjian and Rutherford

b) Consideration of Announcements by Staff

Mr. Dickey wished a belated happy birthday to Mr. Rutherford, whose birthday was February 26, and happy birthday to Dr. Kooyoomjian, whose birthday is April 5.

Mr. Dickey noted the following items at Board Members' places: (1) A copy of the Prince William Board of County Supervisors' Resolution Number 14-98 appointing Mrs. Joyce Eagles as the Regular Woodbridge Magisterial District Representative to the Service Authority. Her new term expires February 1, 2018; and (2) Two articles from the "News Rotator" on the Home page of the Prince William County Service Authority website. Mr. Dickey also reminded Board Members that the Service Awards Luncheon is Wednesday, March 26 from 11:30 AM to 1:30 PM at Bonefish Grill on Prince William Parkway.

c) Citizens' Time

No citizens were in attendance who wished to speak.

3. COMMENDATIONS

a) Mark Saemann

Mr. Dickey called Mr. Saemann forward and read the resolution commending him on his retirement after thirty (30) years of service to the customers of the Prince William County Service Authority and the citizens of Prince William County.

Motion : Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby commend Mr. Mark Saemann 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

Mr. Saemann thanked everyone for coming and said he could not have worked for a better company.

Ayes : Eagles, Carr, Gonzales, Ruecker, Thompson, Young

Absent : Kooyoomjian and Rutherford

4. ACTION MATTERS

a) Award of Project Agreement to ARCADIS, Inc. for the Vulnerability Assessment Phase II and III Project

Mr. Dickey recommended the Board approve the project agreement for the Vulnerability Assessment. Mr. Pannell briefed Board Members on the need for vulnerability assessments as well as the requirements for water systems to conduct vulnerability assessments and revise their emergency response plans in accordance with those assessments. Ms. Shannon Spence, Manager, Security Services Group with ARCADIS, explained the ANSI/AWWA J100 Standard for Risk Resilience Management of Water and Wastewater Systems. Mr. Pannell summarized that a comprehensive "all hazards" vulnerability assessment will help the Authority be prepared for emergencies such as external attacks, hurricanes, wind storms, etc.

Motion : Mr. Young moved that the Prince William County Service Authority Board of Directors hereby approves the project agreement with ARCADIS, Inc. to perform the Phase II and Phase III Vulnerability Assessment consisting of analyzing risks that could negatively impact the Service Authority's obligation of public health and service delivery and develop an emergency response plan to minimize impacts, for a total authorization not to exceed \$349,000.

Second : Mrs. Eagles

A discussion followed concerning how Lake Manassas will be incorporated into the project, measuring success of the project.

Ayes : Young, Eagles, Carr, Gonzales, Ruecker, Thompson
Absent : Kooyoomjian and Rutherford

b) Award of Project Agreement to MWH Americas, Inc. to Prepare Asset Data Management Framework

Mr. Dickey requested that the Board approve the Project Agreement to MWH for preparation of the Asset Data Management Framework. Mr. Dickey noted that the Board approved a similar task in the past for the sewer collection system; this study is for the water collection system and the H. L. Mooney Advanced Water Reclamation Facility (AWRF). Board Policy 6.4 addresses Financing, Accounting and Rates and specifies that the Service Authority Board of Directors shall pursue implementation of an asset management program that contains asset records that detail sufficient information and provide for the monitoring and management of the physical condition of infrastructure. The Authority has begun an aggressive program to bring all of our financing and accounting into a program that is interactive and asset management-based. The Asset Data Management Framework project is necessary to move forward.

Motion : Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby approves the project agreement with MWH Americas, Inc. to develop an Asset Data Management Framework for the Service Authority's water distribution, H. L. Mooney Advanced Water Reclamation Facility, and certain sewer collection system assets for a total authorization not to exceed \$236,000.

Second : Mr. Gonzales
Ayes : Eagles, Gonzales, Carr, Ruecker, Thompson, Young
Absent : Kooyoomjian and Rutherford

c) Approval of Interjurisdictional Pretreatment Agreement between Prince William County Service Authority and Fairfax County

Mr. Dickey explained that it is a regulatory requirement that the Service Authority's plant have pre-treatment standards for anyone it serves. The Authority serves a small portion of the Fairfax County system; Fairfax County has purchased 100,000 GPD capacity in the plant, and they are currently using 10,000 GPD. (The monthly bill is approximately \$2,000.) Dr. Mahieu worked with Fairfax County to develop a pre-treatment ordinance which makes requirements of Fairfax County, with which they have agreed to comply, in order to be serviced by our plant. Mr. Dickey requested approval of the Interjurisdictional Pretreatment Agreement.

Motion : Mr. Thompson moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to execute the Pretreatment Agreement between Prince William County Service Authority and Fairfax County.

Second : Mrs. Carr
Ayes : Thompson, Carr, Eagles, Gonzales, Ruecker, Young
Absent : Kooyoomjian and Rutherford

d) Approval of Selection of Construction Manager at Risk for the Air Pollution Control (APC) Upgrades to the Fluidized Bed Incinerator at the H. L. Mooney Advanced Water Reclamation Facility (AWRF)

Mr. Dickey requested that the Board approve the selection of The Haskell Company as the Construction Manager at Risk for the H. L. Mooney APC Contract. Through a very thorough selection process, Authority staff selected and is recommending a contractor that will participate in project design. This project is time-sensitive as the APC needs to be operating by December 2015. This agenda item requests approval of the contractor as well as approval to award up to \$110,000 for the contractor's participation in the design of the project.

At the end of the design, the contractor will provide a guaranteed maximum price to build this project (under a separate contract).

Motion : Mrs. Carr moved that the Prince William County Service Authority Board of Directors hereby approves the selection of The Haskell Company as the Construction Manager at Risk for the Air Pollution Control (APC) Upgrades to the Fluidized Bed Incinerator at the H. L. Mooney Advanced Water Reclamation Facility, and approves the award of a contract to The Haskell Company in the amount of \$110,000.00 to provide pre-construction services leading to the development of a Guaranteed Maximum Price, and authorizes the General Manager to execute the resulting Agreement.

Second : Mr. Gonzales

Discussion was held concerning the reason for the deadline (the EPA's new air pollution control standards) and the environmental benefits of the work.

Ayes : Carr, Eagles, Gonzales, Ruecker, Thompson, Young

Absent : Kooyoomjian and Rutherford

- e) Approval of four (4) Basic Ordering Agreement (BOA) Contracts: (i) Award of Utility Coordination Services under a BOA; (ii) Award of Project Construction and Program Management Services under a BOA; (iii) Award of Geotechnical Construction and Testing Services under a BOA; and (iv) Award of Water, Wastewater and Infiltration & Inflow (I&I) (Global) Engineering Services under a BOA

Mr. Dickey explained that the Authority uses Basic Ordering Agreements with engineering firms to design projects, perform studies, modeling, provide project and construction management, etc. All of the Authority's Basic Ordering Agreements have expired. The contracts have been updated and rewritten. Mr. Dickey asked Board Members to approve the firms selected as specified in each agreement.

Motion : Mr. Young moved (1) that the Prince William County Service Authority Board of Directors hereby awards Basic Ordering Agreement contracts for Utility Coordination Services to the following firms that have accepted the Service Authority's contract: ATCS and Rinker Design Associates, PC; (2) that the Prince William County Service Authority Board of Directors hereby awards Basic Ordering Agreement contracts for Project Construction and Program Management Services to the following firms that have accepted the Service Authority's contract: Arcadis; RK&K; Hazen and Sawyer; and MBP; (3) that the Prince William County Service Authority Board of Directors hereby awards Basic Ordering Agreement contracts for Geotechnical Construction and Testing Services to the following firms that have accepted the Service Authority's contract: WDP; ECS Mid-Atlantic, LLC; Froehling & Robertson, Inc.; and GeoConcepts Engineering, Inc.; (4) that the Prince William County Service Authority Board of Directors hereby awards Basic Ordering Agreement contracts for Water, Wastewater and Infiltration & Inflow (I&I) (Global) Engineering Services to the following firms that have accepted the Service Authority's contract: Hazen and Sawyer; Whitman, Requardt & Associates, LLP; CDM Smith; Michael Baker, Jr., Inc.; GHD; and Dewberry; and that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to execute all of the above Agreements.

Second : Mrs. Carr

Ayes : Young, Carr, Eagles, Gonzales, Ruecker, Thompson

Absent : Kooyoomjian and Rutherford

5. GENERAL MANAGER'S REPORT

a) Mr. Dickey referred to the FY2015 Budget Guidance document that was distributed to Board Members at the January 9 Board meeting. He suggested an initial budget workshop be held Thursday, April 17 or

Monday, April 21 to allow time for a second work session to be held (if needed) on Thursday, April 24. The Members agreed to hold the initial Budget workshop on a date (to be determined) after the April 10 Board meeting.

b) Mr. Dickey cited a Virginia Supreme Court case regarding sovereign immunity. In their decision, the Supreme Court made a distinction between proprietary vs. governmental work done by a political subdivision of the state. Mr. Dickey's point was that sovereign immunity no longer provides blanket immunity; governmental- and proprietary-type work done by a political subdivision can now be looked at as different. A claim of sovereign immunity will not necessarily provide protection for something determined to be proprietary in nature. A discussion followed concerning Service Authority policies and Standard Operating Procedures, examples of governmental vs. proprietary work, and liability and insurance.

c) Mr. Dickey previously sent Board Members an email summary of his meeting with developers in February regarding their concerns about the Authority's availability fees. Mrs. Eagles attended the meeting and agreed that it seemed to go well. Mrs. Griffith advised that a working group was established as a result of Mr. Dickey's meeting. Twelve developers are expected to attend the group's meeting on Tuesday, March 18.

d) Mr. Dickey provided an update on the Service Authority fire hydrants (there are 26) in Evergreen. The hydrants are part of the initial system that was built by Evergreen, not by the Service Authority. They are not for fire protection use and are marked to that effect. Mr. Pannell briefed the Board Members on his meeting with the Evergreen Property Owners' Association (POA). The Authority may take action to remove the hydrants if the fire department provides a letter agreeing to same. If not, the Authority will take other appropriate action. If removed, the Authority agreed to provide a written statement to the POA that the hydrants will be put back in service if a water system adequate to provide fire protection is installed at Evergreen. There was general discussion about the hydrants as well as options the Authority might consider to mark them as out of service.

e) Mr. Dickey announced that the Prince William-Manassas Regional Science Fair will be held this Saturday, March 15, 2014 at the Kelly Leadership Center. The Service Authority awards will be presented to the winning students at the April 10, 2014 Board meeting.

f) Mr. Dickey advised Members he spoke with Mr. Chuck Murray of Fairfax Water regarding a letter their Chairman sent to Senator Tim Kaine about Fairfax Water's concerns with the Patient Protection and Affordable Care Act (PPACA). Mr. Dickey noted that the Authority is part of a health insurance consortium consisting of the County, the school system, and the Authority. Board Members agreed not to write a similar letter.

g) Mr. Dickey notified Board Members that the Authority received the trademark certificates for the SA logo.

h) Mr. Dickey advised that it will be necessary to have a closed meeting regarding Codes of Virginia §2.2-3711A1, Personnel; §2.2-3711A6, Contracting; and §2.2-3711A7, Litigation.

6. ATTORNEY'S TIME

Mr. Viani will present his report in a closed meeting.

7. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Eagles thanked Authority staff for the Belmont Bay and Marumscow Woods articles that were provided to Members.

Mrs. Carr commended staff on the great Water Art Invitational.

Mr. Young announced that on April 5 and 12 there are river cleanup activities on the Potomac and Occoquan Rivers, respectively. Mr. Dickey said the Authority will be sure to advertise both events.

Mr. Ruecker thanked Mrs. Carr, Mrs. Eagles and Authority staff for their hard work on the Water Art Invitational. He also referenced a matter with one of his neighbors and expressed his appreciation that Authority staff responds immediately to address customer and/or Board Member requests.

8. ADMINISTRATIVE REPORTS

Chairman Ruecker 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 Ruecker announced a closed meeting at 8:54 PM for the purpose of discussing personnel, contracting, and litigation under Codes of Virginia §2.2-3711A1 (Personnel); §2.2-3711A6 (Contracting); and §2.2-3711A7 (Litigation).

Motion : Mrs. Carr
Second : Mr. Young
Ayes : Carr, Young, Eagles, Gonzales, Ruecker, Thompson
Absent : Kooyoomjian and Rutherford

Upon conclusion of the closed meeting at 9:16 PM and in compliance with the Freedom of Information Act, a motion was made by Mrs. Eagles and seconded by Mr. Gonzales 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 Codes of Virginia §2.2-3711A1, Personnel; §2.2-3711A6, Contracting; 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, §2.2-3711A7 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. Gonzales
Ayes : Eagles, Gonzales, Carr, Ruecker, Thompson, Young
Absent : Kooyoomjian and Rutherford


Mr. Ruecker requested a motion to retain Mr. Mark Viani's services as legal counsel for the Service Authority.

Motion : Mrs. Eagles moved that the Prince William County Service Authority Board of Directors continue working with Mr. Viani (and his firm, Bean, Kinney and Korman) as legal counsel.
Second : Mr. Gonzales
Ayes : Eagles, Gonzales, Carr, Ruecker, Young
Present : Thompson
Absent : Kooyoomjian and Rutherford

10. ADJOURNMENT

Motion : Mr. Thompson
Second : Mrs. Carr
Ayes : Thompson, Carr, Eagles, Gonzales, Ruecker, Young
Absent : Kooyoomjian and Rutherford

The meeting adjourned at 9:40 p.m.



Janice R. Carr
Secretary-Treasurer