



Service Authority

Paul E. Ruecker, Chairman
Joyce P. Eagles, Vice Chairman
Janice R. Carr, Secretary-Treasurer
Ernie Gonzales, Member
Dr. K. Jack Kooyoomjian, Member
Garth R. Porter, 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 JUNE 11, 2015

Board Members Present : Janice R. Carr, Joyce P. Eagles, Ernie Gonzales, K. Jack Kooyoomjian, Ph.D., Garth R. Porter, Paul E. Ruecker, David A. Rutherford and L. Ben Thompson.

Staff : Dean E. Dickey, Leslie A. Griffith, Lyle Beefelt, Keenan Howell, Evelyn Mahieu, Ph.D., Astrid Nelson, Theresa O'Quinn, Don Pannell, James Pflugshaupt, David Guerra, Steve Bennett and Kim Murray.

Legal Counsel : Mark Viani

1. GENERAL MATTERS

Chairman Ruecker called the meeting to order at 7:31 PM.

a) Consideration of Approval of Minutes of May 14, 2015

Chairman Ruecker called for approval of the Minutes of the May 14, 2015 Board meeting.

Motion : Dr. Kooyoomjian moved to approve the Minutes of the May 14, 2015 Board meeting.
Second : Mr. Porter
Ayes : Kooyoomjian, Porter, Carr, Eagles, Gonzales, Ruecker, Thompson
Abstain : Rutherford

b) Consideration of Announcements by Staff

Mr. Dickey noted the following items at Board Members' places: (1) New T-shirts; (2) a photo of the new Grubbs Building; and (3) a hardcopy of Mr. Dickey's slide presentation given at the Town Hall meeting on June 9.

c) Citizens' Time

There were no citizens in attendance who wished to speak.

2. COMMENDATIONS

a) Lois Smith

Ms. Smith was unable to attend the meeting. Mr. Dickey read the Resolution recognizing and commending Ms. Smith's 34 years and two months of employment with the Service Authority.

Motion : Mr. Rutherford moved that the Prince William County Service Authority Board of Directors does hereby commend Ms. Lois Smith for her exceptional service to the Prince William County Service Authority and the H.L. Mooney Advanced Water Reclamation Facility and their customers.

Second : Mrs. Carr

Ayes : Rutherford, Carr, Eagles, Gonzales, Kooyoomjian, Porter, Ruecker, Thompson

3. ACTION MATTERS

a) Construction of Master Meters with a Wholesale Water Agreement with Virginia American Water

Mr. Dickey asked Board Members to approve the Resolution contingent on approval and execution of the Wholesale Water Agreement between Virginia American Water and the Service Authority (which is the next item for discussion). Mr. Dickey deferred to Mr. Guerra to provide background information. Mr. Guerra explained that there are two subdivisions planned for the Hoadly Road area; the Authority currently does not have water or sewer service in that area, and since the Authority's service area borders that of Virginia American Water, the Authority seeks to purchase wholesale water from Virginia American Water. Two meter vaults are needed to provide adequate service to the subdivisions. Mr. Dickey added that construction is ready to begin in those subdivisions, and the Authority would like to finalize and approve the agreement now.

Motion : Mr. Porter moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to approve work under the Basic Ordering Agreement with Prince William Pipeline and to execute the Master Plan Utility Adjustment reimbursement agreement with HC Land Company L.C. contingent on approval and execution of a wholesale water agreement between Virginia American Water and the Service Authority.

Second : Mrs. Carr

General discussion was held.

Ayes : Porter, Carr, Eagles, Gonzales, Kooyoomjian, Ruecker, Rutherford, Thompson

b) Authorize Execution of Virginia American Water Agreement

Mr. Dickey asked Board Members to authorize him to execute, in substantial form, the Agreement with Virginia American Water. Mrs. Nelson explained that the new Agreement consolidates a number of existing Agreements, streamlines the process for new connections, and also gives the Authority a wholesale rate at the master meter locations, which will save significant expense over the retail rate. She noted that Virginia American has worked well with the Service Authority on this agreement to date, and the Authority expects they will finalize their review and execute the Agreement promptly.

Motion : Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to negotiate and execute, in substantial form, the Water Agreement with Virginia American.

Second : Mr. Porter

Mr. Rutherford asked if the Agreement covers all interconnections with Virginia American. Mrs. Nelson noted that emergency connections are covered under a separate agreement. Additional discussion was held.

Ayes : Kooyoomjian, Porter, Carr, Eagles, Gonzales, Ruecker, Rutherford, Thompson

- c) Issuance of Four Task Orders - Three Task Orders to AM-Liner East and One Task Order to Insituform Technologies – For Sanitary Sewer Main Line Relining Using Cured-In-Place Pipe (CIPP)

Mr. Dickey asked Board Members to approve the listed projects for CIPP lining. Mr. Pannell provided brief information about the sewer main inspections (and rehabilitation) that are conducted each year.

Motion : Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to issue the referenced four task orders for Sanitary Sewer Main Line Relining Using Cured-In-Place Pipe (CIPP).

Second : Mr. Gonzales

Discussion was held with respect to the conditions of pipes to be relined, how water and sewer service (to customers) is managed during the work, etc. Mr. Howell offered to send a link to a video showing the process to Board Members.

Ayes : Eagles, Gonzales, Carr, Kooyoomjian, Porter, Ruecker, Rutherford, Thompson

- d) Issuance of Task Order to Rinker Design Associates, PC to Provide Final Design Engineering Services for the Featherstone Lift Station Flood Control Project

Mr. Dickey explained the reasons for this project, and asked the Board to approve the Resolution to issue the Task Order. Mr. Guerra provided additional information on the project.

Motion : Mrs. Eagles moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to issue a Task Order to Rinker Design Associates, P.C. to provide engineering services for the Featherstone Lift Station Flood Control project.

Second : Dr. Kooyoomjian

General discussion was held. Mr. Dickey explained that localized flooding is a problem in this area, which is the primary reason for the project.

Ayes : Eagles, Kooyoomjian, Carr, Gonzales, Porter, Ruecker, Rutherford, Thompson

- e) Issuance of Task Order to Rinker Design Associates, PC to Provide Engineering Services for Sudley Road Water Main Project, Phase 1 Sudley Crossing Apartments Public Improvement Plan

Mr. Dickey explained that the Authority is building new lines in phases to replace the lines in Sudley Road and move them away from the road. The water line is being designed and constructed over an existing trail to avoid impacts to an adjacent business property. The trail was constructed as a proffered condition within a buffer shown on a site plan in the 1980s. Constructing the water line under the trail requires submission of a public improvements plan to Prince William County to resolve and mitigate the buffer requirement shown on the original site plan. The apartment complex property owner will provide an easement to the Service Authority to place the water line under the trail. Mr. Guerra provided additional information about the project.

Motion : Mr. Porter moved that the Prince William County Service Authority Board of Directors hereby authorizes the General Manager to issue a Task Order to Rinker Design Associates, PC to provide engineering services for the Sudley Road Water Main Project, Phase 1 Sudley Crossing Apartments Public Improvement Plan.

Second : Dr. Kooyoomjian

Discussion was held.

Ayes : Porter, Kooyoomjian, Carr, Eagles, Gonzales, Ruecker, Rutherford, Thompson

4. GENERAL MANAGER'S REPORT

a) Mr. Dickey provided Board Members a copy of the Authority's Sustainability Report. The report will be submitted in application form to apply for the American Metropolitan Water Association's (AMWA) Sustainability Award.

b) Mr. Dickey provided Board Members a copy of the FY15 Accomplishments Report. Ms. Griffith will provide a briefing of the Accomplishments at the July Board Meeting.

c) Mr. Dickey discussed residents' concerns about the Service Authority construction project along Davis Ford Road, including hours and days of work and temporary patching.

d) Mr. Guerra provided an update on the project itself. During the past two weeks the contractor installed eight hundred feet each of water and sewer main. Flag personnel continue to maintain traffic; daily inspections are conducted on the asphalt. The pipeline construction is 42% complete; invoicing is at 43%. Looking ahead, another 800 feet of water and sewer main will be installed over the next two weeks. The new lift station work will begin at the end of June.

e) Mr. Dickey and Dr. Mahieu discussed water system surveillance.

f) Mr. Dickey announced that the H.L. Mooney Advance Water Reclamation Facility (AWRF) has earned the NACWA Platinum Peak Performance Award for the second consecutive year.

g) Mr. Dickey deferred to Mr. Pannell to brief the Board on the Authority's recent assistance in providing a temporary water supply to residents during development work in the Villages of Piedmont (in Haymarket).

h) Mr. Dickey provided a brief update on the Air Pollution Control Project at the H.L. Mooney AWRP.

i) Mr. Dickey announced that the Authority won the Virginia Association of Water and Waste Authorities' (VA AWWA) Public Information Awards for both Community Relations Program and External Newsletter.

j) Mr. Dickey announced the need for a closed meeting.

5. ATTORNEY'S TIME

Mr. Viani agreed that a closed meeting needs to be held under Code of Virginia § 2.2-3711A1, Personnel; § 2.2-3711A7, Litigation and § 2.2-3711A9, Security.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mr. Rutherford noted Accounts Receivable has increased for items that are over 90 days and asked if staff is keeping an eye on those accounts. Mr. Dickey assured him that staff watches it carefully. Mr. Rutherford congratulated staff on the two reports distributed earlier.

Mr. Gonzales requested information about the summer internships, including how the Authority reaches out to potential employees.

Mrs. Eagles stated Supervisor Principi is excited about the new Grubbs Environmental Center. She noted that the Audit Committee met prior to the Board meeting tonight. Ms. Griffith added that Mrs. Eagles was reappointed Chairman of the Audit Committee.

Mrs. Carr stated that she looks forward to reading the Accomplishments and Sustainability reports.

Mr. Porter commented that he was impressed with the Town Hall Meeting on Tuesday, June 9. He added that all of his interactions with Authority staff have been very positive.

Mr. Thompson commended staff on their work at the Villages of Piedmont.

Dr. Kooyoomjian thanked staff for their work on Hoadly Road and in working with Virginia American Water. He stated he would like to share the Accomplishments and Sustainability Reports with his County Supervisor. Staff will send copies of both reports to all Board Members to share with their respective County Supervisors. Dr. Kooyoomjian also commended staff on their work on the Davis Ford Road project.

Mr. Dickey noted there was an issue with the HVAC system at the Grubbs Building and staff had to do a minor redesign of the system. He stated that occupancy should occur in August. The dedication ceremony is tentatively planned for late September/early October.

7. 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.

8. CLOSED MEETING

Chairman Ruecker announced a closed meeting at 8:40 PM for the purpose of discussing Personnel under Code of Virginia § 2.2-3711A1, Litigation under § 2.2-3711A7, and Security under § 2.2-3711A9, and requested a motion for same.

Motion : Mrs. Eagles
Second : Dr. Kooyoomjian
Ayes : Eagles, Kooyoomjian, Carr, Gonzales, Porter, Ruecker, Rutherford, Thompson

Upon conclusion of the closed meeting at 9:12 PM and in compliance with the Freedom of Information Act, a motion was made by Mrs. Eagles and seconded by Mrs. Carr 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 § 2.2-3711A1, Personnel; § 2.2-3711A7, Litigation; and § 2.2-3711A9, Security.

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 : Mrs. Carr
Ayes : Eagles, Carr, Gonzales, Kooyoomjian, Porter, Ruecker, Rutherford, Thompson

9. ADJOURNMENT

Motion : Mr. Porter
Second : Mrs. Eagles
Ayes : Porter, Eagles, Carr, Gonzales, Kooyoomjian, Ruecker, Rutherford, Thompson

The meeting adjourned at 9:14 PM.



Janice R. Carr
Secretary-Treasurer