



Service Authority

Paul E. Ruecker, 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
Eric A. Young, Member

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

MINUTES OF BOARD OF DIRECTORS MEETING OF JULY 11, 2013

Board Members Present: Janice R. Carr, Joyce P. Eagles, K. Jack Kooyoomjian, Ph.D., Paul E. Ruecker, David A. Rutherford, L. Ben Thompson, Alexander I. Vanegas, and Eric A. Young

Staff : Dean E. Dickey, Leslie A. Griffith, Lyle Beefelt, Astrid Nelson, Theresa O'Quinn, Samer Beidas, Don Pannell, James Pflugshaupt, Keenan Howell, Evelyn Mahieu, Ph.D., Steve Bennett, Andrew Higginbotham and Cheryl Leiby

Legal Counsel : Mark Viani

Guests : Josh Gelman, CDM Smith
Will Shafer, CDM Smith
Robert Krallinger, MWH

1. CALL MEETING TO ORDER

Chairman Vanegas called the meeting to order at 7:30 p.m.

2. PRESENTATION

a) Distribution and Collection Supervisory Control and Data Acquisition (SCADA) System Replacement Project

Mr. Dickey advised that staff has taken a phased approach to replace the current proprietary Supervisory Control and Data Acquisition (SCADA) System. Messrs. Beefelt and Pannell briefed the Board of Directors on the SCADA System Replacement Project and also provided a handout. A discussion was held after the presentation. Mr. Young asked about the estimated cost for the new SCADA system. Mr. Dickey replied staff is currently in the negotiation phase with CDM Smith (CDM). There is also the potential and right to negotiate with EMERGE if negotiations with CDM were not successful; therefore, it would not be appropriate to publicly disclose the cost estimate for this project. Mr. Dickey stated that he is asking for Board approval to negotiate and post an Interim Agreement for the SCADA Pilot Site Design.

A discussion was held concerning technological obsolescence, priorities, investment, staffing, training, security and hacking prevention, broadband vulnerability, voice recognition and other access features, the anticipated time frame before the new system would be in place and operational, the H. L. Mooney Advanced Water Reclamation Facility (AWRF) SCADA system, sharing of data between the two SCADA systems, maintenance of

the new replacement SCADA system, and the public comment phase required by the Virginia Public-Private Education Facilities and Infrastructure Act of 2002 (PPEA).

3. PUBLIC HEARING

a) Distribution and Collection Supervisory Control and Data Acquisition (SCADA) System Replacement Project

Chairman Vanegas opened the Public Hearing. Chairman Vanegas asked if anyone wished to speak. Since no one in attendance wished to speak, Chairman Vanegas closed the Public Hearing.

b) Authorize Negotiation and Posting of Proposed Interim Agreement for Pilot Site Design Related to the Distribution and Collection Supervisory Control and Data Acquisition (SCADA) System Replacement Project

Chairman Vanegas called for a motion to authorize the negotiation and posting of the proposed Interim Agreement for the Pilot Site Design Related to the SCADA System Replacement Project.

Motion: Mrs. Eagles moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to negotiate with CDM Smith and post the proposed Interim Agreement for the Pilot Site Design Related to the Distribution and Collection Supervisory Control and Data Acquisition (SCADA) System Replacement Project under the Virginia Public-Private Education Facilities and Infrastructure Act of 2002 (PPEA) for public comment for 30 days prior to executing an agreement.

Second: Mr. Ruecker

Ayes : Eagles, Ruecker, Carr, Kooyoomjian, Rutherford, Thompson, Vanegas, Young

4. GENERAL MATTERS

a) Consideration of Approval of Minutes of June 13, 2013

Chairman Vanegas called for approval of the Minutes of the June 13, 2013 Board meeting.

Motion: Dr. Kooyoomjian moved to approve the Minutes of the June 13, 2013 Board meeting with the edits provided to the Board Members at their places.

Second: Mr. Ruecker

Ayes : Kooyoomjian, Ruecker, Carr, Eagles, Rutherford, Thompson, Vanegas

Abstention: Young

b) Consideration of Announcements by Staff

Mr. Dickey advised that a Town Hall meeting is scheduled for Wednesday, July 17 at 8:00 a.m. in the lobby of the Spittle Building and stated that the Board Members are invited to attend and participate. Mr. Dickey wished Happy Birthday to Board Member Thompson. Mr. Dickey further advised that at the Board Members' places is a news article about the Chesapeake Bay, and that a Rate Study Workshop is scheduled for Thursday, August 1, 2013 from 1:00 p.m. to 4:00 p.m. in the General Manager's Conference Room.

c) Citizen's Time

No citizens wished to speak.

5. ACTION MATTERS

a) Approval of Master Plan Utility Adjustment for Villages of Piedmont II Route 15 Improvements

Mr. Dickey requested approval of the referenced Master Plan Utility Adjustment (MPUA) and referred to the map provided in the Board package. He stated that this project is in conjunction with the Route 15 road improvements and will help the Service Authority realize its vision to connect the Haymarket and the Dominion Valley Water Tanks to improve water quality and transmission in an area of low pressure. Taking advantage of the opportunity to do this work in conjunction with the Virginia Department of Transportation (VDOT) project will allow the Service Authority to have this portion of the water line installed at approximately half the cost.

Motion: Mrs. Carr moved that the Prince William County Service Authority Board of Directors does hereby authorize the General Manager to execute the Master Plan Utility Adjustment Agreement with the Villages of Piedmont II, Inc. for the construction of 2,800 feet of water main within the Haymarket Service Level at a cost of \$185,235.00, plus a 10 percent contingency, for a total amount not to exceed \$203,758.50, payable upon satisfactory completion, inspection, and testing of each of the various facilities.

Second: Mrs. Eagles

Ayes : Carr, Eagles, Kooyoomjian, Ruecker, Rutherford, Thompson, Vanegas, Young

b) Review and Approval of Total Compensation Philosophy for Prince William County Service Authority

Mr. Dickey advised that the Total Compensation Philosophy (Philosophy) for the Prince William County Service Authority memorializes the Board of Directors' position of being an employer of choice. This Philosophy will serve as a guide when staff comes to the Board of Directors to discuss compensation. Mr. Dickey further advised that the Philosophy states that nothing in the Compensation Philosophy will bind the Board of Directors. Mr. Dickey asked the Board of Directors to approve the Total Compensation Philosophy for the Prince William County Service Authority.

Motion: Mr. Ruecker moved that the Prince William County Service Authority Board of Directors does hereby adopt the Total Compensation Philosophy for Prince William County Service Authority to serve as a guide for the General Manager to recommend compensation and benefits for employees for Board of Directors' approval.

Second: Mrs. Carr

Mr. Young would like to add the words *and proficiency* to Page 1, Section 3, Subsection a "Purpose/Organizational Alignment" in line 5. Line 5 as modified will read "... earnings growth based on superior and expected performance *and proficiency*, training..."

Motion: Mrs. Eagles moved to amend the Total Compensation Philosophy as stated above by Mr. Young.

Second: Mr. Young

Chairman Vanegas called for a vote on the amendment to the motion.

Ayes : Eagles, Young, Carr, Kooyoomjian, Ruecker, Rutherford, Thompson, Vanegas

Chairman Vanegas then called for a vote on the original motion.

Ayes : Ruecker, Carr, Eagles, Kooyoomjian, Rutherford, Thompson, Vanegas, Young

c) VRA Refunding

Mr. Dickey advised that the Virginia Resources Authority (VRA) contacted the Service Authority last week concerning its interest rate on the Series 2007 Water and Sewer System Revenue Bonds. Ms. Griffith explained that the change to the financing agreement would lower the Service Authority's interest rate.

Motion: Mr. Young moved that the Prince William County Service Authority Board of Directors does hereby authorize the execution of an Amendment to the Financing Agreement between the Prince William County Service Authority and the Virginia Resources Authority, as Administrator of the Virginia Water Facilities Revolving Fund, and an Amendment to the Water and Sewer System Revenue Bonds, Series 2007 (parity indebtedness) to decrease the interest rate thereon.

Second: Dr. Kooyoomjian

Ayes : Young, Kooyoomjian, Carr, Eagles, Ruecker, Rutherford, Thompson, Vanegas

6. GENERAL MANAGER'S REPORT

a) Virginia Local Disability Program (VLDP)—Mr. Dickey advised that the Virginia Retirement System (VRS) is proposing a hybrid program for retirement and disability for individuals hired after December 31, 2013. The Service Authority has the option to opt out of the disability program (VLDP) that will be offered by VRS. Mrs. O'Quinn reported staff is currently investigating the program. Jurisdictions will be allowed to opt out of the disability portion of the new plan, but it is irrevocable. Staff plans to provide a recommendation of whether or not to opt out of the VRS VLDP program to the Board of Directors in September or October.

b) Commercial Tenant Accounts—Mr. Dickey provided the Board of Directors with an update on commercial tenant accounts. A brief discussion was held.

c) 3x5 Service Authority Operations Information Cards were handed out to each Board Member.

d) The Capital Improvements Program (CIP) Report for each of the Magisterial Districts was provided to the respective Board Member. Mr. Dickey advised that each member of the Board of County Supervisors would also be getting a copy. (This information was provided to the Board of County Supervisors on July 25, 2013.)

e) FY 2014 Business Goals—Mr. Dickey handed out the FY 2014 Business Goals to the Board Members.

f) Traditionally, no August Board Meeting—Mr. Dickey advised that traditionally, the Board of Directors does not meet in August unless a need arises.

g) Closed Meeting—Mr. Dickey advised it is necessary to hold a closed meeting to discuss real property, potential litigation, and investment of public funds where bargaining or competition is involved.

7. ATTORNEY'S TIME

Mr. Viani had nothing to report.

8. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Dr. Kooyoomjian complimented Dr. Mahieu and Mr. Howell on the water quality report. Dr. Kooyoomjian advised that he made some notes for future reports and passed the information along to staff.

Mr. Thompson told staff to keep up the good work.

Mrs. Eagles thanked Mrs. Nelson for advising her about a customer issue in her District. Mrs. Eagles reported that Supervisor Principi's Office received a phone call about project remains on Colchester Road in the vicinity of the old ball park. Mr. Dickey advised that staff would look into the matter and take any necessary action.

Mrs. Eagles advised that Supervisor Principi still wants to meet, no dates have been proposed.

Mrs. Carr advised she met recently with her Supervisor to bring him up to date on the Service Authority information, and stated that he is quite pleased with the Service Authority staff and the direction of the Service Authority.

Mr. Ruecker complimented staff on the SCADA presentation. He believes this will be a successful project as we will build on the success of the H. L. Mooney Advanced Water Reclamation Facility design/build construction project. Mr. Ruecker thanked Mrs. Nelson for all the work she has done relative to a customer request regarding a multiple connection in Dumfries.

Mr. Ruecker advised he received a thank you card from the customer who had leakage with a sunken water meter. The Service Authority's prompt refund for the sewer portion of the leakage was appreciated. Mr. Ruecker complimented staff for their efforts in this regard.

Mr. Rutherford asked about the Upper Occoquan Service Authority (UOSA) flow report and noted that in heavy rain events increases to Fairfax County's flows were less than others. A discussion was held.

Mr. Ruecker asked about the status of the design of the educational center. Ms. Griffith advised that staff met with the designer. The estimated cost will be provided at the next meeting to be held next month.

Mr. Ruecker asked if there is any interest for the Service Authority to sponsor a blood drive for Children's Hospital. A brief discussion was held.

Mr. Young advised he works with the local Boy Scouts. There are Eagle Scouts looking for projects and he asked if there are any projects that might be available at the Service Authority for the Eagle Scouts to take on.

Mrs. Eagles advised that Potomac Library has opened its patio and put all new windows in the back of the building. They also added Wi-Fi capability to the patio area.

9. ADMINISTRATIVE REPORTS

Chairman Vanegas 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. Mr. Dickey advised that no CIP Report was provided this month; staff is revamping the report and it will be available at the September Board meeting.

10. CLOSED MEETING

Chairman Vanegas announced a closed meeting at 8:50 p.m. for the purpose of discussing real property, potential litigation, and investment of public funds where bargaining or competition is involved according to Code of Virginia Sections 2.2-3711A3, 2.2-3711A7, and 2.2-3711A6, respectively.

Motion: Mrs. Eagles
Second: Dr. Kooyoomjian
Ayes : Eagles, Kooyoomjian, Carr, Ruecker, Rutherford, Thompson, Vanegas, Young

Upon conclusion of the closed meeting at 9:35 p.m. 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 Sections 2.2-3711A3, 2.2-3711A7, and 2.2-3711A6 to discuss real property, potential litigation, and investment of public funds where bargaining or competition is involved.

Motion: Mrs. Eagles
Second: Mrs. Carr
Ayes : Eagles, Carr, Kooyoomjian, Ruecker, Rutherford, Thompson, Vanegas, Young

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. Eagles
Second: Mrs. Carr
Ayes : Eagles, Carr, Kooyoomjian, Ruecker, Rutherford, Thompson, Vanegas, Young

At 9:36 p.m. the Chairman called for a closed meeting advising that there was one more item to discuss, citing Code of Virginia Section 2.2-3711A6, the investment of public funds where bargaining or competition is involved.

Motion: Mrs. Eagles
Second: Mr. Ruecker
Ayes : Eagles, Ruecker, Carr, Kooyoomjian, Rutherford, Thompson, Vanegas, Young

Upon conclusion of the closed meeting at 9:41 p.m. and in compliance with the Freedom of Information Act, a motion was made by Mr. Young and seconded by Mr. Thompson 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 Section 2.2-3711A6 to discuss investment of public funds where bargaining or competition is involved.

Motion: Mr. Young
Second: Mr. Thompson
Ayes : Young, Thompson, Carr, Eagles, Kooyoomjian, Ruecker, Rutherford, Vanegas

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Motion: Mrs. Eagles
Second: Mr. Ruecker
Ayes : Eagles, Ruecker, Carr, Kooyoomjian, Rutherford, Thompson, Vanegas, Young

11. ADJOURNMENT

Motion: Mr. Rutherford
Second: Mr. Young

The meeting adjourned at 9:42 p.m.



Janice R. Carr
Secretary-Treasurer