



Service Authority

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

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

MINUTES OF BOARD OF DIRECTORS MEETING OF JANUARY 14, 2016

Board Members Present : Janice R. Carr (via telephone), Joyce P. Eagles, Ernie Gonzales, K. Jack Kooyoomjian, Ph.D., Garth R. Porter, Paul E. Ruecker, David A. Rutherford (via telephone), and Kurt Voggenreiter.

Staff : Dean E. Dickey, Leslie Griffith, Lyle Beefelt, Samer Beidas, Keenan Howell, Evelyn Mahieu, Ph.D., Astrid Nelson, Don Pannell, James Pflugshaupt, Howard Kartel and Kim Murray.

Legal Counsel : Mark Viani

1. GENERAL MATTERS

Mr. Rutherford called into the meeting via telephone at 7:25 PM (from his home in Florida). Mrs. Carr called into the meeting via telephone at 7:29 PM (from her home in Florida).

Chairman Eagles called the meeting to order at 7:30 PM. She welcomed new Board member Kurt Voggenreiter.

a) Consideration of Approval of Minutes of November 12, 2015

Chairman Eagles called for approval of the Minutes of the November 12, 2015 Board meeting.

Motion : Dr. Kooyoomjian moved to approve the Minutes of the November 12, 2015 Board meeting.
Second : Mr. Ruecker
Ayes : Kooyoomjian, Ruecker, Carr (via telephone), Eagles, Gonzales, Porter, Voggenreiter
Abstain : Rutherford (via telephone)

b) Consideration of Announcements by Staff

Mr. Dickey wished Happy Birthday to Mr. Ruecker (January 30).

c) Citizens' Time

There were no citizens in attendance who wished to speak.

2. COMMENDATIONS/PRESENTATIONS

a) Commendation: Mr. Johnny "Mike" Bradshaw (not present)

b) Commendation: Mr. Dennis O. Sanderson (not present)

Mr. Dickey asked Board Members to approve the Resolutions commending Mr. Bradshaw and Mr. Sanderson on their respective retirements.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors hereby commends Mr. Johnny "Mike" Bradshaw and Mr. Dennis O. Sanderson for their 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 their respective retirements.

Second : Dr. Kooyoomjian

Ayes : Ruecker, Kooyoomjian, Carr (via telephone), Eagles, Gonzales, Porter, Rutherford (via telephone), Voggenreiter

c) Presentation: Mrs. Eagles presented the Government Finance Officers Association (GFOA) Certificate for the FY2014 Comprehensive Annual Financial Report (CAFR) to Mr. Howard Kartel, Accounting Manager.

d) Presentation: Mr. Dickey presented the Board of Directors' Vision for FY2006-FY2015. Copies of the presentation were distributed to Board Members. Mrs. Carr asked if the presentation would be shared with the Prince William Board of County Supervisors. Mr. Dickey stated that staff will send copies to the Supervisors. Board Members offered their congratulations to Mr. Dickey and the Service Authority staff on their accomplishments.

Copies of the Board's Draft 2016 to 2025 Vision were also distributed. Mr. Dickey asked Board Members to review the Draft Vision, and then discuss and consider adopting it at the February Board Meeting.

3. ACTION MATTERS

a) Accept and Authorize Release of the FY2015 Comprehensive Annual Financial Report (CAFR)

Mr. Dickey asked Board Members to approve the Resolution as provided. Mrs. Eagles explained that the Audit Committee worked with Authority staff from the planning stages through the end of the audit. She reported the audit resulted in a clean opinion; there were no audit adjustments, no management comments and no internal control deficiencies noted.

Motion : Mr. Ruecker moved that the Prince William County Service Authority Board of Directors hereby accepts and authorizes public release of the CAFR for the fiscal year ended June 30, 2015.

Second : Mr. Porter

Ayes : Ruecker, Porter, Carr (via telephone), Eagles, Gonzales, Kooyoomjian, Rutherford (via telephone), Voggenreiter

b) Increase the Maximum Dollar Value for Task Orders Issued Under a Basic Ordering Agreement

Mr. Dickey asked Board Members to approve the Resolution as provided. This matter was originally discussed with Board Members at the November 12, 2015 meeting.

Motion : Dr. Kooyoomjian moved that the Prince William County Service Authority Board of Directors hereby increases the limit on task orders for professional services under a basic ordering agreement found in section §72015 (D) of the Service Authority's Purchasing Regulations from \$750,000 to \$1,000,000.

Second : Mr. Ruecker

Ayes : Kooyoomjian, Ruecker, Carr (via telephone), Eagles, Gonzales, Porter, Rutherford (via telephone), Voggenreiter

4. GENERAL MANAGER'S REPORT

a) Mr. Beidas provided an update on the Davis Ford Road project. The water and force mains were substantially completed on December 18, 2015. The water main was placed into service on December 22, 2015, providing the community with public water service before the holiday period. The project is now in punch list completion mode. The lift station is under way; the site is 95% on grade. The new pump house building has been erected. Equipment continues to be delivered and installed. Substantial completion is planned for mid-February. Mr. Ruecker asked how the Authority did on the contract with respect to change orders. Mr. Beidas answered that there were only a few change orders on the project (within the Authority's contingency and the benchmark on change orders).

b) Mr. Dickey asked the Board's interest in planning a farewell dinner in Mr. Thompson's honor as an outgoing Board Member. Board Members supported the idea.

c) Mr. Dickey notified Board Members that updated identification badges (with their photos) can be provided, if needed.

d) Development Policy: Mr. Dickey stated that staff will send the proposed Draft Policy to Board Members for review and discussion at the February 2016 meeting.

e) Mr. Dickey advised that a Closed Meeting needs to be held.

5. ATTORNEY'S TIME

Mr. Viani confirmed that a closed meeting needs to be held under Codes of Virginia § 2.2-3711A1, Personnel Matters; § 2.2-3711A3, Real Property Acquisition and Disposal; § 2.2-3711A6, Investment of Public Funds; and § 2.2-3711A7, Litigation.

6. CONSIDERATION OF MATTERS PRESENTED BY MEMBERS

Mrs. Carr thanked staff for providing the ability for her to call into the Board meetings. She also congratulated staff on the presentation of the FY2006-2015 Vision.

Mr. Rutherford expressed his compliments to staff for their accomplishments. He asked if there has been any reaction from Occoquan Forest residents regarding changes in pressure or water quality since the changeover. Mr. Pannell reported there were a few calls in the first two days after the changeover about a change in water quality and a bit of air in the lines, but no other calls have been received since then. Mr. Rutherford also asked if the Authority's lab testing services compete with any private sector entities. Dr. Mahieu answered that there are not many commercial labs in this area. There is currently not sufficient capacity for commercial labs functioning in this area. Mr. Rutherford asked if hydrant flushing is included

in the water loss accounting. Mr. Dickey answered that the hydrant flushing is taken into consideration for the information provided in Mr. Dickey's earlier presentation.

Mr. Gonzales asked Mr. Pannell to give the full Board an update on the recent Route 28 water main break; Mr. Pannell provided information about the break as well as the repair and resolution of the problem. Mr. Gonzales expressed his appreciation for staff's quick response and for keeping Supervisor Nohe and the customer apprised of the resolution of the issue.

Mr. Ruecker congratulated staff on 10 years of outstanding performance.

Mr. Porter added his congratulations to staff. He appreciated the updates on Davis Ford Road and staff staying on top of the project. He also thanked staff for their immediate response to customer issues and concerns.

Mr. Voggenreiter complemented the Board and staff on all of their accomplishments. He also thanked everyone for their welcome.

Dr. Kooyoomjian welcomed Mr. Voggenreiter. He thanked staff for their work on the holiday party; he feels it is a nice way to thank employees. Dr. Kooyoomjian also thanked staff for their work on the Occoquan Forest project.

Mrs. Eagles echoed her congratulations to staff on their impressive work.

7. ADMINISTRATIVE REPORTS

Mrs. Eagles asked the Board Members to please provide Mr. Dickey any questions they may have on the Administrative Reports for dissemination to the appropriate staff member.

8. CLOSED MEETING

Chairman Eagles announced a closed meeting at 8:52 PM for the purpose of discussing Personnel Matters under Codes of Virginia § 2.2-3711A1; Real Property Acquisition and Disposal under § 2.2-3711A3; Investment of Public Funds under § 2.2-3711A6; and Litigation under § 2.2-3711A7, and requested a motion for same.

Motion : Mr. Ruecker
Second : Mr. Porter
Ayes : Ruecker, Porter, Carr (via telephone), Eagles, Gonzales, Kooyoomjian, Rutherford (via telephone), Voggenreiter

Upon conclusion of the closed meeting at 9:41 PM and in compliance with the Freedom of Information Act, a motion was made by Mr. Ruecker 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 Matters; § 2.2-3711A3, Real Property Acquisition and Disposal; § 2.2-3711A6, Investment of Public Funds; 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. Ruecker
Second : Mr. Gonzales
Ayes : Ruecker, Gonzales, Carr (via telephone), Eagles, Kooyoomjian, Porter, Rutherford (via telephone), Voggenreiter

9. ELECTIONS

Due to the recent vacancy of the Office of Vice Chairman, Mr. Viani announced a special election would be held for the office. Mr. Viani further advised that if the vacancy is filled by a Member who holds another office, an election would also be held to fill that newly vacated position. He then asked for a motion to open the floor to nominations for the Office of Vice Chairman.

Motion : Mr. Ruecker moved to open the floor for nominations for the Office of Vice Chairman.
Second : Mrs. Eagles
Vote : By Acclamation, Mrs. Carr (via telephone), Mr. Rutherford (via telephone)

Mr. Viani requested nominations for the Office of Vice Chairman.

Dr. Kooyoomjian nominated Mr. Ruecker for the Office of Vice Chairman. No other nominations were made for the Office of Vice Chairman.

Motion: Mrs. Eagles moved that the nominations for Vice Chairman be closed.
Second: Mr. Porter
Vote : By Acclamation, Mrs. Carr (via telephone), Mr. Rutherford (via telephone)

Mr. Viani called for a vote for the Office of Vice Chairman.

Vote : By Acclamation, Mrs. Carr (via telephone), Mr. Rutherford (via telephone)

Mr. Viani announced that by a vote of Acclamation, Mr. Ruecker is elected Vice Chairman.

Because Mr. Ruecker is the current Secretary-Treasurer, Mr. Viani advised that the election process will be repeated for the position of Secretary-Treasurer. He asked for a motion to open the floor to nominations for the Office of Secretary-Treasurer.

Motion: Mr. Porter moved to open the floor for nominations for the Office of Secretary-Treasurer.
Second: Mr. Gonzales
Vote : By Acclamation, Mrs. Carr (via telephone), Mr. Rutherford (via telephone)

Mrs. Eagles nominated Mrs. Carr for the Office of Secretary-Treasurer. No other nominations were made for the Office of Secretary-Treasurer.

Motion: Mr. Ruecker moved to close the nominations for the Office of Secretary-Treasurer.
Second: Mrs. Eagles
Vote : By Acclamation, Mrs. Carr (via telephone), Mr. Rutherford (via telephone)

Mr. Viani called for a vote for the Office of Secretary-Treasurer.

Vote : By Acclamation, Mrs. Carr (via telephone), Mr. Rutherford (via telephone)

Mr. Viani announced that by a vote of Acclamation, Mrs. Carr is elected Secretary-Treasurer.


10. ADJOURNMENT

Motion : Mr. Porter
Second : Dr. Kooyoomjian
Vote : By Acclamation, Mrs. Carr (via telephone), Mr. Rutherford (via telephone)

The meeting adjourned at 9:45 PM.

Mrs. Carr disconnected her call at 9:46 PM.

Mr. Rutherford disconnected his call at 9:46 PM.



Janice R. Carr
Secretary-Treasurer