

VIRGINIA:

At a regular meeting of the King George County Service Authority Board of Directors, held on Tuesday, the 15th day of March 2011, at 6:00 p.m. in the Board Room of the Revercomb Building at 10459 Courthouse Drive, King George, Virginia:

PRESENT: Joseph W. Grzeika, Chairman
Cedell Brooks, Jr., Vice-Chairman
John P. LoBuglio, Member
James F. Mullen, Member
Dale W. Sisson, Jr., Member
A. Travis Quesenberry, County Administrator

ABSENT: Matthew J. Britton, County Attorney

The Chairman, Mr. Grzeika, called the meeting to order.

Mr. Sisson provided the Invocation.

Mr. Mullen led the Pledge of Allegiance.

Public Comment

The Chairman opened the floor for public comment. There being none, the Chairman closed that portion of the meeting.

Reports of the Members of the Board

There were no reports from the Board members.

SA-03-04 – Consent Agenda

On a motion by Mr. Sisson, seconded by Mr. Mullen, and carried unanimously, each member voting as follows: Mr. Grzeika Aye; Mr. Brooks Aye; Mr. LoBuglio Aye; Mr. Mullen Aye; and Mr. Sisson Aye, the King George County Service Authority Board of Directors approved the Consent Agenda, as presented, which included the following:

Authorized the issuance of warrants against the FY10-11 KGCSA Operating Fund in the total amount of \$20,737.13

Authorized the issuance of warrants against the FY10-11 KGCSA Capital Reserve Projects Fund in the total amount of \$436,371.74

Approved January 2011 minutes

SA-03-05 - Report from the County Attorney

The County Attorney had no report.

Action Items:

SA-03-06 – Execution of the Special Order of Consent for the Oakland Park & Purkins Corner Waste Water Treatment Plants

Mr. Thomas explained that KGCSA had negotiated a fair and reasonable settlement with the Department of Environmental Quality (DEQ) for the operational issues noted for both the Oakland Park and Purkins Corner Treatment Plants. DEQ requires a Board authorized signature for executing the Special Order of Consent and Mr. Thomas requested the Board authorize the execution of the Special Order.

On a motion by Mr. Sisson, seconded by Mr. LoBuglio, and carried unanimously, each member voting as follows: Mr. Grzeika Aye; Mr. Brooks Aye; Mr. LoBuglio Aye; Mr. Mullen Aye; and Mr. Sisson Aye, the King George County Service Authority Board of Directors authorized the KGCSA General Manager to sign and execute the Special Order of Consent for the Oakland Park and Purkins Corner Waste Water Treatment Plants, as presented.

SA-03-07 – Authorization to Execute Professional Services Agreements for Engineering

On September 28, 2010 sixteen proposals were received from engineering firms in response to RFP #09282010-1400 for Professional Engineering Services. The proposals were evaluated by a Selection Committee consisting of Jack Green, Chris Thomas, Phil Rollins, and Tim Smith, and interviews were conducted with five firms on November 29 & 30, 2010. Following the interviews, the selection committee ranked the firms based on their proposals and additional information provided by the firms during the interview process.

The recommendation was made for the Service Authority to enter into term contracts with three firms: Draper Aden Associates, URS Consultants, and Wiley Wilson. As with the current contracts, the contract terms would be for one-year with an option to renew for up to four additional one-year terms. Mr. Thomas noted the following reasons for entering into contracts with these three firms:

- The amendment to the Virginia Public Procurement Act limits the total of fees awarded in one year to a firm to \$500,000, and the fee for any one project to less than \$100,000.
- Draper Aden Associates has performed well during the past 8+ years. They have detailed and thorough experience relating to County and Service Authority projects and issues.
- URS is a national firm with local offices in Northern Virginia, Richmond and Hampton Roads; they also bring significant multiple discipline resources to the County, Wireless Authority and Service Authority. They provided construction management services associated with the new high school, and previously performed value engineering studies for the new high school, Library expansion, and government center buildings.
- Wiley Wilson is based throughout Virginia, with a local office in Richmond. They also bring significant multiple discipline resources to the County, Wireless Authority and Service Authority. They have significant experience with projects relating to buildings, structures, and public facilities. Last year, they completed an evaluation of Ralph Bunche School.

On a motion by Mr. Sisson, seconded by Mr. LoBuglio, and carried unanimously, each member voting as follows: Mr. Grzeika Aye; Mr. Brooks Aye; Mr. LoBuglio Aye; Mr. Mullen Aye; and Mr. Sisson Aye, the King George County Service Authority Board of Directors authorized the General Manager to execute professional service agreements with the selected firms, as presented, subject to approval as to form by the County Attorney.

Discussion Items:

SA-03-08 – Financial Status Update for FY2010/2011

Ms. Harper provided status reports regarding revenues and expenditures for FY2010/2011, as of February 2011. She noted that revenues are projected to be slightly under budget by about \$50,000, explaining that the Service Authority is projected to receive a connection fee from Walmart, which was not budgeted 100% for the current fiscal year. Expenditures are projected to be under budget as well with the Service Authority showing a projected excess of \$55,000 at year-end.

SA-03-09 – General Manager’s Report

Mr. Thomas presented the Board with the following information:

- Attended the Planning Commission meeting on March 8, 2011 to provide a general overview of the utilities in the County and how that relates to the Comprehensive Plan and settlement areas. Noted a problem area that occurs when KGCSA is extending from one service area to another and may cross an area that is designated a rural development area, which is in conflict with the Comprehensive Plan. Possible solutions to this issue will be discussed in future meetings with the Planning Commission and a future work session with the Board of Supervisors and the Commission.
- The Oakland Park and Purkins Corner upgrade projects are proceeding as planned.

There being no further business to come before the Board, the Chairman adjourned the meeting on a motion by Mr. Sisson, seconded by Mr. Mullen and carried unanimously.