

MARCH 16, 2023

A REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS OF THE UPPER OCCOQUAN SERVICE AUTHORITY WAS HELD MARCH 16, 2023 IN THE CHARLES P. BOEPPLE BUILDING LOCATED AT 14631 COMPTON ROAD, CENTREVILLE, VIRGINIA 20121.

A. Calling of the Meeting to Order

1. The Board of Directors of the Upper Occoquan Service Authority convened its Regularly Scheduled Meeting at 4:00 P.M.

Directors Present:

Tony H. Dawood
Calvin D. Farr, Jr.
Gary L. Fields
Michael McGrath

Shahram Mohsenin
Jeanette M. Rishell
Nancy Vehrs

Directors Absent:

None

Others Present:

UOSA Staff:

Robert W. Angelotti
Brian L. Owsenek
Kevin D. Wolfe
John W. Airhart
June A. Mahoney
Robert A. Canham
Chester (CG) Goldizen
Doug Hague

Legal Counsel:

Sally Ann Hostetler, Odin, Feldman, & Pittleman, P.C.

Engineer:

Don Forgacs, Jacobs

B. Approval of Minutes

1. Chairman Mohsenin referenced the Board Minutes dated February 16, 2023 and asked the Board for their approval.
2. Mr. Angelotti took a moment to identify two corrections made to the version of the drafted minutes distributed in the mailing. He advised that the first correction was on page 23-9, the motion to approve the January 2023 Minutes was made by Director McGrath instead of Director Simpson. The last correction was on page 23-14, the motion to receive and file the Project Summary report was for the February 2023 report instead of November 2022. He advised that the corrections were reflected in the version available to be signed by the Secretary, Director Rishell.

MOTION: Director McGrath moved to approve the amended minutes of the February 16, 2023 Board meeting.

SECOND: Director Rishell

ABSTAINED: Director Vehrs

VOTE: Unanimous

C. Public Comment Time

1. Chairman Mohsenin asked if there was any known interest or request received by the Public to speak at the meeting.
2. Ms. Mahoney stated that none were received ahead of the meeting. None were brought forward during the meeting.

D. Financial Reports

1. Chairman Mohsenin referenced staff memorandum, *February 2023 Financial Summary* (filed as Exhibit A).
 - a. Mr. Wolfe stated that the February Financial Summary reflected lower O&M expenses than planned primarily due to lower Personnel and Facilities Operations expenses partially offset by budget timing differences for Contract Services. Flows were 11.3 percent lower than planned for the month. Year-to-date FY-23 expenses through February were lower than budget by approximately \$659,000, primarily due to lower Personnel, Miscellaneous and Facilities Operations expenses and budget timing differences for Contract Services, partially offset by higher Facilities Maintenance and Electric Power expenses. Year-to-date flows were 10.3 percent lower than planned.

MOTION: Director Vehrs moved to receive and file the February 2023 Financial Summary.

SECOND: Director McGrath

VOTE: Unanimous

E. FY-24 Debt Service Budget

1. Chairman Mohsenin referenced staff memorandum, *FY-24 Debt Service Budget* (filed as Exhibit B).
 - a. Mr. Angelotti reminded the Board that the FY-24 Debt Service Budget is fixed according to the prior bond issuances and based on the Plan of Finance approved last month. He said the reasonable increase of 5.6 percent over the last year's budget was primarily due to phasing in the interest payments for the new debt resulting from the 2022 Series bonds. The staff recommends the Board approve the attached FY-24 Debt Service Budget in the amount of \$39,911,600.
 - b. Director McGrath asked for the Build America Bonds (BABs) subsidy sequestration to be explained. Mr. Wolfe said UOSA's 2010 Series bonds qualified for thirty-five percent interest payment subsidy from the government. He said the sequestration reduced that from thirty-five to thirty-three percent, which amounted to about \$75,000 last year. UOSA covered the difference in the subsidy amount with interest earnings from investments. UOSA has a small reserve as well, if needed in the future for this purpose.

MOTION: Director Vehrs moved to approve the FY-24 Debt Service Budget as presented.

SECOND: Director Rishell

VOTE: Unanimous

F. Major Project Reports

1. Chairman Mohsenin referenced staff memorandum, *March 2023 Project Summary* (filed as Exhibit C).
 - a. Mr. Airhart reported on Plant Projects. He stated that the MFF (Methanol Feeding Facility) project was out for bids, with the bid-opening scheduled for March 30th. In response to Director Dawood, Mr. Airhart said there were five firms that showed interest in the project.
 - b. He addressed the NOVEC transformer replacement project. He said he is now receiving weekly updates from NOVEC's Vice President of Operations, the contact for this project. The latest update was that Pennsylvania Transformer told NOVEC that they will be onsite at UOSA sometime in the following three weeks.
 - c. Mr. Airhart stated that the Contract AWT (Advanced Wastewater Treatment) project is currently 105 days behind schedule with a few time extension requests filed that have not been evaluated yet. The contractor was able to continue installing the electric gear, the second filter quadrant was to be under partial utilization the following day. The substantial completion date remains unchanged at May 10, 2023. In response to Chairman Mohsenin, Mr. Airhart said he believes that the contractor may be behind schedule but hope to recover most of the 105 days before the substantial completion date.
 - d. He reported that the Building U Upgrade (Contract U2) building permit submission was approved by Fairfax County and the contract documents were now finalized. Next on the meeting agenda was an action for the Board's consideration to advertise for bids.
 - e. The Ozone Biofiltration (Contract OBF) project awaits review in Fairfax County's permitting system.
 - f. The P2NR Plus (Phase 2 Nutrient Reduction Plus) engineer continued finalizing the technical memorandum to define the scope of the renewal and replacement work regarding the existing aeration blowers and staff agreed to exclude the original primary effluent lift pumps from the project. Staff will continue to operate these assets and extend their useful life when economical and make replacement decisions in the future.
 - g. The Contract LB (C54 Laboratory Renovations) design task order meeting was held February 24, 2023. The engineer will be coming onsite in March to double-check all the details and measurements of all the instrument's locations in the new design. The current design schedule shows that final design should come in December 2023.
 - h. Mr. Airhart reported on the single active Delivery System Project, the YPIU (Yorkshire Park Interceptor Upgrade). There has been no change; the project remains on hold until conflicts with the Route 28 Bypass project are better understood. Events have made it prudent for UOSA to wait until the PWC DOT design team finalizes the horizontal alignment of the road before UOSA finalizes the pipeline alignment and scope in that area of the project. He stated that staff are moving toward an approach that will break the project into separate phases so the area that is not impacted by the road alignment could move forward independently. He stated that staff are negotiating a design task order for this phased approach.

MOTION: Director Vehrs moved to receive and file the March 2023 Project Summary reports.
SECOND: Director McGrath
VOTE: Unanimous

2. Chairman Mohsenin referenced staff memorandum, *Contract U2 - Building U Organic Solids Dewatering Improvements – Request for Authorization to Advertise and Issue the Invitation to Bid* (filed as Exhibit D).

- a. Mr. Angelotti said the Board may recall that Contract U2 will replace a dewatering centrifuge and associated sludge cake conveyor that was installed in Building U two decades ago during Contract 54. The task order with Jacobs was previously approved for the engineering design and services during the construction. The design and permit package were approved by Fairfax County and staff anticipate having finalized contract documents within the week.
- b. In response to Director Farr, Mr. Angelotti advised that this project is a direct replacement of old equipment to maintain reliable biosolids operations for this area of the plant. He did not anticipate that this replacement project would provide any new advantages with regard to biosolids disposal after PFAS regulations are enacted. He said he planned to report on the proposed draft PFAS regulations for drinking water during the Executive Director's Report.

MOTION: Director Farr moved to authorize the Executive Director to advertise the Invitation to Bid for UOSA Contract U2 and certify to the Department of Taxation that the new property for Contract U2 is pollution control equipment that is sales tax exempt.

SECOND: Director McGrath
VOTE: Unanimous

G. Staff Reports

1. Safety Briefing

- a. Mr. Angelotti reported that since the last meeting, UOSA has reached two years without a lost time injury or accident, and the staff believe this is a new record for the organization. He said staff continue to focus on workplace safety and health and believe that focus has produced this sort of achievement. It requires consistent dedication and attention from the entire staff. He said there are celebration plans to acknowledge and recognize the staff's achievement. Director Rishell congratulated staff on reaching this wonderful safety record.
- b. Mr. Angelotti reported that UOSA had only one new COVID-19 case since the February meeting. He advised that the national emergency related to COVID was rescinded at the Federal level as numbers of new cases have dropped significantly. Therefore, staff will stop reporting on COVID cases at future meetings unless there is a drastic change in the situation.
- c. Mr. Angelotti said staff continue working on UOSA's annual respiratory fit testing to remain in compliance with OSHA requirements while also improving training in that area. The Safety Office continues working with the Operations Support Manager and the Treatment

Process (TP) Division to rework the in-house training program to better develop selected UOSA staff as confined space entry trainers certified through OSHA. March is Ladder Awareness Month, so UOSA's Safety Committee will conduct plant wide ladder inspections to ensure that all ladders are structurally sound and have appropriate weight markings and ratings for their intended use.

2. Executive Director's Report

- a. Mr. Angelotti reminded the Board that half of the regular board members and some alternate board member appointments expire in the month of March. He stated that staff received confirmation of new or reconfirmed appointments from the City of Manassas Park and Prince William County but have yet to hear from the City of Manassas and Fairfax County. Director Dawood said the City of Manassas should have their selection made soon, possibly at the next Council meeting. Ms. Mahoney advised that she had requested a status update from the staff at Fairfax County Clerk's office and was awaiting a response.
- b. Mr. Angelotti said this week rather big news was announced from EPA regarding draft drinking water limits for six PFAS compounds.
 - i. He stated that two compounds, PFOA and PFOS, were each proposed at a maximum contaminant level (MCL) concentration of four parts-per-trillion (ppt) with the MCL goals set at zero. The remaining four compounds, PFBS, PFNA, PFHXS, and GEN X, are to be regulated using a hazard index for a mixture of these compounds, to be less than one to meet the MCL. He said these proposed limits are more restrictive than those accepted internationally, and less than just about every state in the U.S. that has enacted drinking water limits for these compounds, to date.
 - ii. Mr. Angelotti reviewed UOSA's monitored concentration results for these compounds in UOSA's reclaimed water compared to the proposed drinking water MCLs for the Board's information. In summary he found it remarkable that UOSA's treated wastewater met the majority of the very restrictive drinking water MCLs proposed.
 - iii. Mr. Angelotti also reviewed UOSA's limited monitoring results for Bull Run creek, upstream of UOSA's discharge point. He opined that the hazard index mixture limit proposed should not be a problem for Fairfax Water's drinking water sourced from the Occoquan Reservoir.
 - iv. With the very strict PFOA and PFOS limits proposed, staff expects a heightened level of collaboration among the Occoquan Watershed stakeholders.
 - v. Mr. Angelotti followed up with Director Farr's earlier concern regarding biosolids, he said that staff have been monitoring UOSA's biosolids for PFAS compounds on a quarterly basis. This is being done proactively to collect information to generate a data set should there be some proposed biosolids regulations about PFAS in the future.
 - vi. Director Dawood asked for staff to provide him with the name of the laboratories used for PFAS testing.

- vii. In response to Chairman Mohsenin, Mr. Angelotti confirmed that there are EPA approved methods to analyze for PFAS in drinking water. These methods will be used by drinking water utilities to comply with the most recent unregulated contaminant monitoring rule. There are draft EPA methods to analyze for PFAS in non-potable waters for things like surface water or wastewater samples. EPA's approval of this draft method awaits clearance of the final steps in the approval process.

- c. Mr. Angelotti reminded the Board that staff felt it important for the Board to get more familiar with various pieces of UOSA's operations and have opportunities to interact with future leaders on the staff. He mentioned that during upcoming Board meetings, staff from various divisions will provide short presentations to serve this purpose.

- d. Mr. Angelotti introduced Mr. Robert Canham, UOSA's Treatment Process (TP) Division Director. Mr. Canham began by acknowledging that TP has the monumental task of running the UOSA plant. He introduced two senior TP leaders, Mr. Chester (CG) Goldizen as the Deputy Director of Operations and Mr. Doug Hague as the Deputy Director of Process, speaking very highly about both of them. Mr. Hague provided the remainder of the presentation and focused on:
 - i. The TP Division is an integral part of UOSA's mission and has identified goals for the Division to continue to safely, reliably, sustainably and efficiently protect public health by collecting, conveying and treating wastewater as a valuable resource.

 - ii. Mr. Hague acknowledged how the size of the plant has increased over the years in incremental expansions (i.e. 27 mgd, 32 mgd, 54 mgd), and explained the challenge of learning to operate, troubleshoot, and optimize all the new processes and equipment to achieve and sustain award winning permit compliance in an ever changing plant environment.

 - iii. Mr. Hague explained that TP contains the most employees of any UOSA Division, making up roughly 40 percent of the UOSA workforce. TP is primarily separated into six groups: Coordination, Training, Liquids, Solids, Process, and Operation Support. Mr. Hague took time to detail each group's responsibility and contribution to the organization and described the diverse skillset needed by the TP workforce to meet UOSA's demands.

 - iv. He reviewed TP staff's extensive licensure levels and covered staff education from post-secondary degrees, technical school diplomas all the way through postgraduate education levels.

 - v. He shared national projections that water and wastewater operator jobs are expected to decline while overall occupations are projected to increase, indicating the shrinking percentage and availability of operator skilled workers over time. He said the projections assume that a large portion of those jobs will be reduced as a result of an aging workforce and increased efficiency gained through technology and automation. He said this shift toward automation will require a workforce with advanced skills to use the automation, and organizations will need to develop those advanced skills and replace that knowledge as the work force turns over. It takes 12 to 18 months for an operator to come

up to speed enough to independently run the core treatment process sections. Mr. Hague said this is why retaining trained employees continues to be one of TP's biggest challenges, much like other organizations within our industry. He provided an example of UOSA's decline in total years of TP staff experience starting with 845 years of combined experience in 2017 down to only 485 years of experience projected by the end of 2023. Currently, nearly forty percent of UOSA operators have less than one year of experience and sixty-four percent of UOSA operators have less than six years of experience. Mr. Hague noted the challenge TP faces in the future with hiring, keeping and retaining a knowledgeable, fully trained and experienced staff.


- vi. In response to Chairman Mohsenin and Director Dawood, Mr. Hague and Mr. Griggs, UOSA's HR Director, recalled that there were many reasons why operators have left UOSA. It is not entirely due to higher salaries sought out at neighboring treatment facilities. He said many were due to well-earned retirements, some for family obligations and personal reasons, while many leave to enter the private sector.
- vii. Mr. Angelotti emphasized what a great crew of people UOSA has in TP many of which are scheduled for non-day shift work, they do an excellent job of overcoming the huge challenges that we have to deal with in a very difficult industry. He said without such a great team, without folks that can be quick on their feet and use their brains to innovatively solve some complex problems, we can't be successful. We simply can't take that for granted. We need to find and keep those talented and experienced people here for UOSA. We need to invest in developing new hires so they can do those things for us in the future. Staff is really where our focus needs to be, to make sure that we always have a great team that can successfully respond to big challenges, maintain platinum award-winning regulatory compliance, deliver quality service at solid economic numbers and produce a great water product for the community.

3. Legal Counsel's Report

- a. Ms. Hostetler advised the Board of status toward adoption of the Service Agreement Amendments and stated UOSA awaits the receipt of fully executed documents from all jurisdictions, before staff can bring the agreement back to the Board one last time for signature by UOSA.

H. Adjournment

MOTION: Chairman Mohsenin moved to adjourn at 5:09 P.M.
SECOND: Director Rishell
VOTE: Unanimous


Jeanette M. Rishell, Secretary
UOSA Board of Directors

Date: April 20, 2023

These minutes are unofficial until signed.