

WASHINGTON SUBURBAN SANITARY COMMISSION

MINUTES OF THE COMMISSION MEETING

Wednesday, December 17, 2008
Laurel, Maryland

Chair Joyce Starks called the meeting to order at 9:15 a.m. in the Commissioners' Conference Room at the Richard G. Hovevar Building, 14501 Sweitzer Lane, Laurel, MD 20707, with due notice having been given to all members of the Commission and the public. Vice Chair Gene Counihan, Commissioners Prem P. Agarwal, Adrienne Mandel, Juanita Miller, and Roscoe M. Moore, Jr. were present at the meeting. Also, present were Interim General Manager Teresa Daniell, Interim Deputy General Manager Rudy Chow, Corporate Secretary Charlett Bundy and General Counsel, Jerry Blask.

AGENDA APPROVAL

Commissioner Mandel moved to approve the agenda. Commissioner Agarwal seconded the motion. The motion carried unanimously.

MORNING CLOSED SESSION

Commissioner Moore moved that the meeting be closed pursuant to Subtitle 5 of Title 10 of the State Government Article, Maryland Code Section 10-508(a)(1) to discuss: a) an administrative matter and b) the Transition Plan. Vice Chair Counihan seconded the motion. The motion carried with six affirmative votes. At 9:20 a.m. the meeting was closed.

ATTENDEES: Chair Joyce Starks, Vice Chair Gene Counihan, Commissioners Prem Agarwal, Adrienne Mandel, Juanita Miller, and Roscoe Moore, Jr. were present.

Commissioners discussed the Interim Deputy General Manager's reporting relationship. Commissioner Mandel moved to resume the open session at 11:00 a.m. Commissioner Moore seconded the motion. The motion carried with six affirmative votes. At 11:01 a.m. the meeting was declared open.

Finance Office

1. Resolution 2009-1816 Administrative Functions and Check Signing for the General Counsel Court Related Fees Account.

Commissioners were briefed on the need to add the signature of the newly-promoted Vicki Webb as Senior Counsel on the account.

2. Retirement Plan Document Amendments. After a briefing on this proposed amendment, Commissioner Mandel moved to limit the public members to four, three-year terms effective December 12, 2008. Commissioner Moore seconded the motion. The motion failed as the vote was tied: Three affirmative votes from the Montgomery County

Commissioners and three nay votes from the Prince George's County Commissioners.

3. Discussion of Term Limits for External Trustees. Mr. Traber opined that he opposed term limits for external trustees on the WSSC Employees Retirement Board.

4. October 2008 Monthly Status Report. Commissioners asked for clarification of items relating to reduction in wages.

5. FY 2010 Operating Budget. Commissioners approved the release of the budget for public hearing following the completion of updates to revenue information. A statement was read by Dennis Landis, the President of Local 2898, and Vice President of Council 67. It is attached herein as Exhibit A. Due to the ongoing negotiations between WSSC and the union that Mr. Landis represents, Commissioners did not pose any questions.

6. Front Foot Benefit Rates and House Connection Charges for 2009. Commissioners were briefed on the proposed rates and charges.

Commissioners' Travel

Commissioner Counihan moved that the Commission reduce its budget for subscriptions and dues and travel by 50% and that the savings be transferred to restore 50% of the summer intern program. Commissioner Mandel0 seconded the motion. The motion carried with five affirmative votes. Commissioner Miller voted nay.

OPEN SESSION AUDITORIUM

Chair Starks called the meeting to order in the auditorium at 1:39 p.m. She asked Commissioner Miller to lead the pledge of allegiance.

APPROVAL OF MINUTES

November 19, 2008 Minutes. Vice Chair Counihan moved that the Commission approve the open session minutes from the November 19, 2008 Commission meeting. Commissioner Mandel seconded the motion. The motion carried with six affirmative votes.

PRESENTATION OF WSSC RETIREES

Seven employees chose to retire this month but only three were present to be recognized: Tony Knotts, Strategic Systems Management Advisor in the Strategic Systems Management Office retired with 30 years of service; Juanita Waller, a Project Manager in the Acquisition Office retired with 30 years and 3 months of service; and Anukul Youngmisuk, a laboratory analyst in the Laboratory Services Group retired with 20 years and 5 months of service.

The four employees absent were: Steven J. Allen, a Systems Construction Inspector I, in the Systems Inspection Group who retired

with 30 years and 2 months of service; Tobias Kagan, the Principal Water Resources Manager in the Environmental Group who retired with 23 years and 8 months of service; Suneeti M. Kulkarni, a Chemist/Microbiologist in the Laboratory Services Group who retired with 31 years and 2 months of service; and David A. Strauser, a Wastewater Plant Operator in the Seneca/Damascus/Hyattstown Groups who retired with 23 years and 9 months of service.

EMPLOYEE EXCELLENCE VIDEO

This month's video highlighted employees working at the Patuxent Plant.

Communications Office

The nine schools that applied for the WSSC 2009 Children's Water Festival, to be held May 6 and 7, 2009 at Brighton Dam were all selected to participate in the event as there was room in the program for nine schools. The five schools from Montgomery County selected are: Bradley Hills (Bethesda); Georgian Forest (Silver Spring); Kemp Mill (Silver Spring); Mill Creek Towne (Rockville); and Viers Mill (Silver Spring). The four schools selected from Prince George's County are: Bond Mill (Laurel); First Baptist School of Laurel (Laurel); John Hanson Montessori (Oxon Hill); and Princeton (Suitland).

COMMISSIONERS' ITEMS/COMMENTS

Commissioner Mandel congratulated the Customer Care Team's training program for being featured in the Fall issue of the American Water Works Association magazine. She noted the Commission is very proud of this accomplishment and that it is part of "polishing" WSSC's national reputation as "The World Class Provider" of water and wastewater services.

Commissioner Agarwal expressed thanks to all WSSC staff for their excellent work during the year. He asked everyone to have a happy and healthy New Year. He cautioned employees not to drink and drive and to drink responsibly if they do drink.

Chair Starks thanked the staff that organized the WSSC holiday party. She recognized Sylvia Anderson for her special efforts. She noted the impact of necessary budget changes at WSSC and with other utilities in the area, as well. She praised staff for continuing to do excellent work in light of budget constraints and thanked employees for their services and continued operation of WSSC at a level that is bringing customer delight.

INTERIM GENERAL MANAGER'S ITEMS/COMMENTS

Interim General Manager Teresa Daniell added her thanks to the Communication and Community Relations staff for a wonderful holiday

party. There were about 600 attendees. A silent auction at the party yielded about \$1800 which was donated to the WSSC Water Fund.

Ms. Daniell remarked that 1800 customers had signed up for the Customer Notification System (CNS) as part of the company's ongoing interest in providing world class service. The CNS notifies customers about WSSC events such as water main breaks or service interruptions. Ms. Daniell expressed appreciation to the cross-team efforts that led to the implementation of the CNS and stated WSSC staff looks forward to continuing to deliver great customer service to the ratepayers.

PRESS COMMENTS

There were no press comments.

PUBLIC COMMENTS

There were no public comments.

FINANCE OFFICE

Commissioners approved three items from the Finance Office and Chair Starks asked that they be treated as a consent calendar. The three items were: 1. Approve the continuation of the Front Foot Benefit Rates and adopt the House Connection Charges for 2009; 2. Approve Resolution 2009-1816 Administrative Functions and Check Signing Authority for the General Counsel Court Related Fees Account; and 3. Approve publication of the FY 2010 Preliminary Proposed Operating Budget for Public Hearing Purposes. Vice Chair Counihan moved to approve/adopt the Finance Office items. Commissioner Agarwal seconded the motion. The motion carried with six affirmative votes.

OPEN SESSION - COMMISSIONERS' CONFERENCE ROOM

Commissioners then resumed the meeting in the Commissioners' Conference Room at 2:10 p.m.

Interim General Manager

Ms. Daniell asked Commissioners to take note that Customer Care met its annual mileage projection for completion of water pipe repair.

Commissioners were briefed on Contract 5484 that implements the Enterprise Asset Management program, a five-year project.

Engineering & Construction

Commissioners were briefed on two items: 1) Change Order Number 2, Design Services Contract BF1582H91, Patuxent WFP Phase II Expansion and Ultraviolet Disinfection Facilities; and 2) Standard Procedure for development of modeling of the sewer system to simulate water flows

from pre-determined rain events as an aid in preventing sanitary sewer overflows.

At the conclusion of the briefing, Vice Chair Counihan moved to publish the standard procedure for public comments. Commissioner Mandel seconded the motion. The motion carried with six affirmative votes.

Production

1. Contract No. 05-01, Option Year IV, Purchase chemicals: Sulfuric Acid; Pebble Quicklime; Polyaluminum Hydroxychlorosulfate; and Aluminum Sulfate. Commissioners were briefed on these contracts and the market conditions that impacted pricing for these contracts.

2. Contract No. 3869, Extension for Blue Plains Biosolids and Utilization. At the conclusion of the briefing of this contract, Vice Chair Counihan moved to award Contract 3869 to Recyc Systems, Inc. for \$3,541,695. Commissioner Mandel seconded the motion. The motion carried with five affirmative votes as Commissioner Miller was temporarily out of the room.

Logistics

Contract No. 5532, Furnishing and delivering copper tubing.

After the briefing, Commissioner Moore moved to award Contract 5532 on the terms set forth in solicitation 5532. Commissioner Agarwal seconded the motion. The motion carried with five affirmative votes. Commissioner Miller abstained because she perceived the details of the contract were vague and the process lacked an orientation for vendors which she believed would help vendors understand the details of the contract.

SLMBE Office

MBE Program Policy Draft. Commissioners reviewed the draft of the proposed MBE Program. Chair Starks asked to have the program reviewed in committee during January 2009. She also asked the SLMBE Office to provide copies of certain resolutions mentioned in the policy draft before the meeting.

Intergovernmental Relations Office

Resolution 2009-1813. Vice Chair Counihan moved to adopt Resolution 2009-1813 that seeks federal, state and local assistance with solving WSSC's infrastructure funding problems. Commissioner Moore seconded the motion. The motion carried with five affirmative votes. Commissioner Miller was temporarily out of the room.

Mr. Wineland reminded Commissioners they had deferred a decision on a pending bill relating to financial oversight. He recommended Commissioners wait until the bill reaches the stage where it would contain final amendments before they vote to take a position on the pending bill.

The Human Resources, Communications and Acquisition Departments were asked to provide their briefings at the January 2009 Commission meeting. No other business was conducted.

Adjournment

Commissioner Mandel moved to adjourn the meeting. Commissioner Moore seconded the motion. The motion carried with six affirmative votes: At 7:42 p.m. Chair Starks declared the meeting was adjourned.

Respectfully submitted,

 //signed//
Charlett Bundy
Corporate Secretary