



Washington Suburban Sanitary Commission

AGENDA COMMISSION PUBLIC MEETING WEDNESDAY, NOVEMBER 17, 2010

Time	Item	Anticipated Action
1. OPEN SESSION AUDITORIUM		
8:30 AM	A. Approval of Agenda B. Pledge of Allegiance (Staff, Honoree) C. Administrative Matters: Approval of Minutes for October 20, 2010 D. Retirees E. WSSC Employee at Work Video: FOG (Fats, Oils, and Grease) Instructional Video F. Comments and Intentions from Commissioners/ Public / Media Veterans Day Commemoration of the Water District's Fallen - Chairman Jones	Action
2. STAFF REPORTS		
9:00 AM	A. General Manager's Office 1. Monthly Report	Information
9:45 AM	B. Internal Audit Office 1. Monthly Activity Report 2. External Auditor Report	Discussion
3. NOVEMBER BRIEFING / ACTION ITEMS		
10:05 AM	A. Customer Care Team 1. Change Order to Contract Number 5017, Trunk Sewer Inspections and Surveying for Purchase Orders (P72002, P72004 and P72005) 2. Purchase Order 74193, Change Order 1 - 36-inch Diameter Force Main Sewer By-Pass, Piscataway WWTP, Prince George's county ;	Discussion Action
	B. Engineering & Construction 1. Amendment 1, Contract CD4258A05, Design Services During Construction, Piscataway WWTP Enhanced Nutrient Removal (ENR) 2. Contract CD4258A05, Piscataway WWTP Enhanced Nutrient Removal (ENR)	
	C. Finance 1. Front Foot Benefits Rate and House Connection Charges for 2011 2. Commission Resolution 2011-1899 - System Development Charge - Amendment to reflect the sunset of the Youth Facility Exemption accordance with State Law	Discussion Action
	D. Production 1. Contract 1035, Water Storage Tank Inspections & Other Related Services 2. WSSC joining Mutual Aid and Assistance Agreement for Intrastate WARN -- Water/Wastewater Agency Response Network	Action
4. DEPARTMENT BRIEFINGS FOR APPROVAL IN DECEMBER		
10:50 AM	A. Engineering and Construction 1. Architect/Engineer Contracts a. Contract PM0014A08, Change Order 1, Water Modeling and Planning BOA b. Contract CS4441A06, Amendment 1, Design Services During Construction, Anacostia Storage Facility 2. Construction Contracts a. Contract BR4878C08, Water Main Reconstruction, Hillcrest b. Contract CP4733A07, Anacostia Wastewater Pumping Station No. 2 Screenings Handling System, Capitol Heights 3. Policies/Procedures a. FY 11 Plumbing and Gasfitting Code Adoptions	Discussion
	B. Production Contract 5874, Comprehensive Energy Efficiency and Guaranteed Savings Program at the Potomac Water Filtration Plant	

5. CONSENT CALENDAR

11:20 AM **Resolution 2011-1900 Approving Items Briefed October 20, 2010:**

A. Logistics

Contract 5509, Ductile Iron Pipe and Accessories

and Items Briefed November 17, 2010

B. Customer Care

1. Change Order to Contract Number 5017, Trunk Sewer Inspections and Surveying for Purchase Orders (P72002, P72004 and P72005)
2. Purchase Order 74193, Change Order 1 - 36-inch Diameter Force Main Sewer By-Pass, Piscataway WWTP, Prince George's County ;

C. Production

1. Contract 1035, Water Storage Tank Inspections & Other Related Services
2. WSSC joining Mutual Aid and Assistance Agreement for Intrastate WARN -- Water/Wastewater Agency Response Network

D. Engineering & Construction

1. Amendment 1, Contract CD4258A05, Design Services During Construction, Piscataway WWTP Enhanced Nutrient Removal (ENR)
2. Contract CD4258A05, Piscataway WWTP Enhanced Nutrient Removal (ENR)

6. STRATEGIC INITIATIVES

11:30 AM **Introduction to Acquisition -- Revising the Process, Part 1**

12:00 PM **LUNCH**

7. COMMISSIONERS' ITEMS

12:45 PM **A. COMMISSIONERS' REPORTS**

1. Chair's Comments
2. Working Group Reports
 - a. Governance/Personnel: Procedure for Paying for Legal Fees of Commissioners; Legislative Review
 1. Section 1-102 (c) (2): Staggered Terms
 2. Section 1-102(D): Effect of Vacancy
 3. Section 1-105: Salaries of Officers
 - b. Ad Hoc Reports
 - c. Institutional Processes Oversight
 - i. Report of the WSSC Employees' Retirement Board of Trustee Meeting
 - d. Infrastructure Funding & Fiscal Budget
 - i. Meeting Notes
 - ii. Upcoming Meeting Dates
3. Corporate Secretary Monthly Report
4. Continued Business
 - a. Governance/Personnel Matters
 - i. Procedure for Commissioners' Response Under the WSSC Communications Policy
 - ii. Procedure for Commissioners' Management of Grievances Against Commissioners' Direct Reports
 - b. Institutional Processes Oversight Document Control Policy

Action
Discussion

8. EXECUTIVE SESSION COMMISSIONERS' CONFERENCE ROOM

1:15 PM Closed pursuant to Maryland State Government Article 10, Subtitle 5, Section 10-508(a)(13) to approve the October 20, 2010 Executive Session minutes; Section 10-508(a)(1) to discuss a personnel matter involving a direct report; and closed pursuant to Section 10-508(a)(13) to obtain legal advice on current litigation.

Action
Action

9. OPEN SESSION - RESUMED COMMISSIONERS' CONFERENCE ROOM

2:10 PM **ADJOURNMENT**

2:30 PM **WSSC FRONT FOOT BENEFIT HEARING, AUDITORIUM**

FUTURE MEETINGS OF NOTE

December 1, 2010 WSSC Employee Retirement Board, 3:30 PM
14501 Sweitzer Lane, Laurel, MD 20707, Commissioners' Conf. Rm

December 9, 2010 WSSC Customer Advisory Board, 7:30 PM
14501 Sweitzer Lane, Laurel, MD 20707, RM. 6104

December 2, 2010 WSSC Board of Ethics, 2:00 PM
14501 Sweitzer Lane, Laurel, MD 20707, Gen Counsel. Conf. Rm

December 15, 2010 Personnel and Governance Committee, 8:00 AM
14501 Sweitzer Lane, Laurel, MD 20707

December 15, 2010 WSSC Monthly Commission Meeting, 8:30 AM
14501 Sweitzer Lane, Laurel, MD 20707, Auditorium