



# UTILITY COMMISSION

## REGULAR MEETING

### MINUTES

Thursday, May 10, 2018  
Public Works Facility, 8500 Public Works Drive

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#### I. CALL MEETING TO ORDER

John Weber, Chairman, called the meeting to order at 5:30 p.m.

#### II. DETERMINATION OF QUORUM

**MEMBERS PRESENT:** Chairman John Weber, Commissioner Jeffrey McWhirt, Commissioner Dr. James Schornick, Councilman Mark Wolfe, Commissioner Mason Hollcroft

**MEMBERS ABSENT:** Commissioner Richard Milligan, Commissioner Stephen Silberstein

**STAFF PRESENT:** Tony Dawood, Director of Utilities; David Jones, Assistant Director Electric; Ana Davis, Utilities Services Manager; Daralyn Baker, Utilities Administrative Coordinator; Ron Tatariw, Assistant Director of Water and Sewer; Ivy Ozmon, Compliance Officer

**STAFF ABSENT:** Glenn Simpson, Utilities Finance Manager

**GUESTS PRESENT:** None

#### III. CHAIRPERSON'S TIME

#### IV. APPROVAL OF MINUTES – April 12, 2018

**MOTION:** Commissioner Schornick made the motion to approve the April 12, 2018 meeting minutes as submitted.

**SECOND:** Commissioner McWhirt

**VOTE:** Unanimous

#### V. STAFF REPORTS

##### A. ELECTRIC OPERATIONS REPORT

David Jones, Assistant Director of Electric, reported that there were eighteen (18) outages reported during the month of April: ten (10) scheduled outages, six (6) equipment failures, one (1) squirrel outage and one (1) contractor outage.

The March 2018 VMEA billing was \$2,213,462.00 (\$0.0610/kwh). The City coincident peak for the month of April occurred on April 11, 2018 for a peak of 46.31 MW. The Dominion Power peak was 12,640 MW.

Mr. Jones reported that project E-1 is 90% complete and the majority of the services are fed from the new underground on Fairview/Tudor. Removal of the overhead will begin in June. Mr. Jones also reported that load management letters went out to new customers to sign up for the program.

## **B. CUSTOMER SERVICE REPORT**

Ana Davis, Customer Services Supervisor, presented the April Customer Service Report. Ms. Davis reported there were 16,600 accounts billed throughout the month of April. Total revenue billed was \$5,251,766.25 and revenue collected was \$5,916,427.46. The City wrote off \$4,561.75 this month and collected \$1,818.13 from in-house and \$5,114.29 from state resulting in a net collection of \$2,370.67.

15,754 AMI electric meters have been installed to date, along with 10,969 water meters.

## **C. CASH REPORT AND BUDGET UPDATE**

Glenn Simpson, Utilities Finance Manager, presented the Cash Report for the month of April. The Total Unrestricted Utility Operating Cash as of May 1, 2018 was \$21,257,706.93 and reflects the VMEA payment of \$2,213,461.71 made on April 26, 2018. Mr. Simpson also reported that all UOSA payments have been made for the year.

## **D. WATER AND SEWER OPERATIONS REPORT**

Ron Tatariw, Assistant Director of Water & Sewer, presented the Water & Sewer Operations Report for the month of April. There was one water main break and two sewer blockages in April.

Mr. Tatariw reported on the status of the current CIP projects currently underway in the Water & Sewer Department. The 24" transmission main replacement (W-042) is continuing as planned on all phases. The Finished Water Capacity Increase (W-047) is in progress with the consultant working on preliminary design. Work has begun on Liberty Street for project W-50 for the water and sewer main replacement looping.

## **E. DIRECTOR'S UPDATE**

Tony Dawood, Director of Utilities, introduced Ivy Ozmon as the City's new compliance officer. The Water Department also received the Virginia Department of Health Silver Award for 2017. This award is presented to the Water Treatment Plant for their performance for excellence in filtration and clarification.

**F. PURCHASE ORDERS APPROVED – APRIL 2018**

<b>Project</b>	<b>Vendor</b>	<b>Amount</b>
Programmable Logic Controllers (PLC's) for Dean Drive, Central Park, Gateway & VMEA Generation Facilities	Cimtec Automation, LLC	\$99,974
Engineering Services for City Hall & Osbourn HS Generator Replacement Study	Kimley-Horn and Associates	\$12,451
Switch Replacement at Battery Heights Substation	Richardson-Wayland Electrical Co	\$32,341
Virtual Servers for SCADA	Dell Marketing	\$27,239
Fence Replacement at Church Street Facility	Long Fence Company, Inc.	\$15,972
Engineering Analysis on-site Training	Milsoft Utility Solutions	\$8,000
Reclaimed Water Treatment Evaluation	Michael Baker International	\$71,700

**VI. NEW BUSINESS**

**VII. OLD BUSINESS**

**VIII. CLOSED SESSION**

**IX. ADJOURNMENT OF MEETING**

There being no further business; a motion was made, seconded and carried unanimously to adjourn the meeting. Chairman Weber adjourned the regular meeting at 6:02 p.m.