



UTILITY COMMISSION

REGULAR MEETING

MINUTES

Thursday, October 11, 2018
Public Works Facility, 8500 Public Works Drive

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 Mason Hollcroft, Commissioner Jeffrey McWhirt, Commissioner Richard Milligan, Commissioner Dr. James Schornick, Councilman Mark Wolfe

MEMBERS ABSENT: Commissioner Stephen Silberstein

STAFF PRESENT: Tony Dawood, Director of Utilities; David Jones, Assistant Director Electric; Glenn Simpson, Utilities Finance Manager; Ana Davis, Utilities Services Manager; Daralyn Baker, Utilities Administrative Coordinator; Ron Tatariw, Assistant Director of Water and Sewer; Bryan Foster, Deputy City Manager

STAFF ABSENT: None

GUESTS PRESENT: None

III. CHAIRPERSON'S TIME

IV. APPROVAL OF MINUTES – September 13, 2018

MOTION: Commissioner Milligan made the motion to approve the September 13, 2018 meeting minutes as submitted.

SECOND: Commissioner Schornick

VOTE: Unanimous

V. STAFF REPORTS

A. ELECTRIC OPERATIONS REPORT

David Jones, Assistant Director of Electric, reported that there were twenty (20) outages reported during the month of September: seven (7) scheduled outages, seven (7) equipment failures, five (5) animal outages and one (1) outage was on the customer's side.

The September 2018 VMEA billing was \$2,256,177.00 (\$0.539/kwh). The City coincident peak for the month of September occurred on September 6, 2018 for a peak of 85.36 MW. The Dominion Power peak was 18,604 MW.

Mr. Jones reported on the following CIP Projects and their status:

CIP Project and Description	Status
E1 – Overhead to Underground Relocation (NVTa)	Liberty Street conduit was completed in September and Tudor Lane is complete with all overhead lines and poles removed.
E21 – Airport Substation (Phase II)	Delivery of the composite fence materials is completed and construction is slated to start in October.
E30 – Underground Cable Replacement	A padmount switch and new 750 MCM cable have been installed and some of the new cable will be energized when we can schedule outages with the affected businesses.
E33 – Overhead to Underground Relocation (Electric Reliability)	Technology Drive/Foster Drive Phase I is 95% complete. The overhead lines will be removed in October if weather permits.
E34 – LED Streetlights	150 fixtures are on order with delivery expected in the first week of November.

B. CUSTOMER SERVICE REPORT

Ana Davis, Customer Services Supervisor, presented the September Customer Service Report. Ms. Davis reported there were 16,758 accounts billed throughout the month of September. Total revenue billed was \$6,076,463.67 and revenue collected was \$4,933,739.60. The City wrote off \$1,464.52 this month and collected \$223.95 from in-house and \$3,004.76 from state resulting in a net collection of \$1,764.19.

15,821 AMI electric meters have been installed to date, along with 11,055 water meters.

C. CASH REPORT AND BUDGET UPDATE

Glenn Simpson, Utilities Finance Manager, presented the Cash Report for the month of September. The Total Unrestricted Utility Operating Cash as of October 1, 2018 was \$18,754,950.59 and reflects the VMEA payment of \$2,056,191.96 made on September 27, 2018.

D. WATER AND SEWER OPERATIONS REPORT

Ron Tatariw, Assistant Director of Water & Sewer, presented the Water & Sewer Operations Report for the month of September. There were zero water main breaks and sewer blockages in September.

Mr. Tatariw, Assistant Director of Water & Sewer, reported on the following CIP Projects and their status:

CIP Project and Description	Status
W-42 – 24” Transmission Main Replacement	Phase 4 will soon begin construction. Staff is working with Prince William County on Phase 6.
W-50 – Main Replacement Looping	Work is complete on Liberty Street. Phase 1 for waterline improvements at the airport are in the planning phase.
W-70 – Water Plant Improvements FY18	Master Control Center installation is complete.
T-19 – Prince William Street	The installation of the 12” water line has begun and is scheduled to be complete by November 1 st .

E. DIRECTOR’S UPDATE

Tony Dawood, Director of Utilities, informed the Commission that the East End Mobile Home Park project is completed. Micron Pond is currently empty and needs to dry out before the next step to mitigate the odor problem is taken. Mr. Dawood reported that staff would need to relocate a 24” water line before a new substation could be built for Micron’s new expansion project.

F. PURCHASE ORDERS APPROVED – SEPTEMBER 2018

Project	Company	Amount
Replace obsolete generator engine controller (WTP generator)	Alban Engine Power Systems	\$36,976
Compact Asphalt Compactor	McClung-Logan Equipment Co. Inc.	\$36,356

VI. PRESENTATION

VII. NEW BUSINESS

VIII. OLD BUSINESS

IX. CLOSED SESSION

X. 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 5:49 p.m.