



# UTILITY COMMISSION

## REGULAR MEETING

### MINUTES

Thursday, September 12, 2019  
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 Mason Hollcroft, Commissioner Richard Milligan, Commissioner Dr. James Schornick, Commissioner Stephen Silberstein, Councilman Mark Wolfe

**MEMBERS ABSENT:** Commissioner Jeffrey McWhirt

**STAFF PRESENT:** Director of Utilities Tony Dawood, Utilities Finance Manager Glenn Simpson, Administrative Coordinator Daralyn Baker, Utilities Services Manager Ana Davis, Deputy City Manager Bryan Foster, Acting Assistant Director of Water & Sewer Michael Nicholson

**STAFF ABSENT:** None

**GUESTS PRESENT:** None

#### III. CHAIRPERSON'S TIME

#### IV. APPROVAL OF MINUTES – August 8, 2019

**MOTION:** Commissioner Milligan made the motion to approve the August 8, 2019 meeting minutes as submitted.

**SECOND:** Commissioner Schornick

**VOTE:** Unanimous

#### V. STAFF REPORTS

##### A. ELECTRIC OPERATIONS REPORT

Glenn Simpson, Acting Assistance Director of Electric, reported that there were ten (10) outages during the month of August. Four (4) outages were in Point of Woods Substation, three (3) in Prince William Substation, two (2) in Airport Substation and one (1) at Battery Heights Substation.

The July 2019 VMEA billing was \$2,191,247 (\$0.504/kwh), which reflects credits from Dominion's true-up. The City coincident peak for the month of August occurred on

August 19, 2019 for a peak of 84.29 MW. The Dominion Power peak was 19,125 MW.

**B. CUSTOMER SERVICE REPORT**

Ana Davis, Utilities Services Manager, presented the August Customer Service Report. Ms. Davis reported there were 17,057 accounts billed throughout the month of August. Total revenue billed was \$6,295,555.32 and revenue collected was \$5,498,129.81. The City wrote off \$2,571.01 this month and collected \$729.12 from in-house and \$1,491.90 from state resulting in a net collection of 349.99.

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 August. The Total Unrestricted Utility Operating Cash as of September 1, 2019 was \$28,417,454.76 and reflects the VMEA payment of \$2,191,247.06 made on August 23, 2019.

**D. WATER AND SEWER OPERATIONS REPORT**

Michael Nicholson, Acting Assistant Director of Water & Sewer, presented the Water & Sewer Operations Report for the month of August. There was one water main break on Washington Avenue and zero sewer blockages in August.

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

CIP Project and Description	Status
W-42 – 24” Transmission Main Replacement	City has received 60% design drawings and identifying required easements for Phase V. Design is in progress for Phase VI-A. Shirley Construction has been awarded the bid for Phase VI and City staff is finalizing waterline route.
W-47 – Finished Water Capacity Increase	Consultant is working on the design.
W-50 – Main Replacement Looping	Phase 1 for waterline improvements at the Airport is in the planning phase.
W-70 – Water Plant Improvements FY18	Phase II at the Water Treatment Plant is in the planning phase.
T-19 – Prince William Street	Water and sewer line work is being finalized.

**E. DIRECTOR'S UPDATE**

Tony Dawood, Director of Utilities, informed the Commission that Ron Tatariw, Assistant Director of Water & Sewer, has retired. Michael Nicholson will be the Acting Director until the position is filled.

**F. PURCHASE ORDERS APPROVED – JULY 2019**

<b>Project</b>	<b>Company</b>	<b>Amount</b>
Emergency Purchase – Variable Speed/Frequency Drives (WTP)	Graybar Electric	\$38,773.89

**VI. NEW BUSINESS**

**VII. OLD BUSINESS**

**VIII. CLOSED SESSION**

**G. CONTRACTUAL ISSUES**

**MOTION:** Commissioner Schornick made the motion to approve Resolution #UC R-20-01 – Authorization of Closed Session

**SECOND:** Commissioner Hollcroft                      **VOTE:** Unanimous

**MOTION:** Commissioner Hollcroft made the motion to approve Resolution #UC R-20-02 – Certification of Closed Session

**SECOND:** Commissioner Schornick                      **VOTE:** Unanimous

This item was for information only regarding VMEA related costs.

**H. CONTRACTUAL ISSUES**

**MOTION:** Commissioner Schornick made the motion to approve Resolution #UC R-20-01 – Authorization of Closed Session

**SECOND:** Commissioner Hollcroft                      **VOTE:** Unanimous

**MOTION:** Commissioner Hollcroft made the motion to approve Resolution #UC R-20-02 – Certification of Closed Session

**SECOND:** Commissioner Schornick                      **VOTE:** Unanimous

The Commission discussed the above issue and it was the consent of the Commission to approve to move forward with the solar initiatives.

## **IX. ADJOURNMENT OF MEETING**

There being no further business; a motion was made, second and carried unanimously to adjourn the meeting. Chairman Weber adjourned the regular meeting at 6:05 p.m.