



# UTILITY COMMISSION

## REGULAR MEETING

### MINUTES

Thursday, January 9, 2020  
Public Works Facility, 8500 Public Works Drive

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#### I. CALL MEETING TO ORDER

James Schornick, Chairman, called the meeting to order at 5:30 p.m.

#### II. DETERMINATION OF QUORUM

**MEMBERS PRESENT:** Chairman James Schornick, Commissioner Mason Hollcroft, Commissioner Jeffrey McWhirt, Commissioner Richard Milligan, Councilman Mark Wolfe

**MEMBERS ABSENT:** Commissioner Stephen Silberstein

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

**STAFF ABSENT:** None

**GUESTS PRESENT:** None

#### III. CHAIRPERSON'S TIME

#### IV. APPROVAL OF MINUTES – December 12, 2019

**MOTION:** Commissioner Hollcroft made the motion to approve the December 12, 2019 meeting minutes as submitted.

**SECOND:** Commissioner Milligan

**VOTE:** Unanimous

#### V. STAFF REPORTS

##### A. ELECTRIC OPERATIONS REPORT

Tarek Aly, Assistant Director of Electric, reported that there were nine (9) outages during the month of December. Four (4) outages were in Point of Woods Substation, three (3) in Airport Substation, and two (2) in Prince William Substation.

The November VMEA billing was \$1,934,708 (\$0.605kwh). The City coincident peak for the month of December occurred on December 20, 2019 for a peak of 56.9 MW. The Dominion Power peak was 17,252 MW.

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

CIP Project and Description	Status
E1 – Overhead to Underground Relocation (NVTA)	The consulting engineers performing the Grant Street design have incorporated the electric system plan. Road construction estimated to start Fall 2020.
E30 – Underground Cable Replacement	Contractor starting replacing all primary cable on Bayberry Avenue.
E31 – New Generation Initiatives	GT Tie into Prince William Substation – The GT failed in service on May 29 and is currently being repaired in Texas by Alba.  Medical Center Generators - Electric Department to review and make the necessary adjustment to accommodate the new system configuration and allow the use of those generators for peak shaving.
E32 – New Fiber Optic Loop	All cable installed from Point of Woods substation to VMEA. C&C to splice fiber in the coming month. Installing cable from VMEA to Quarry Rd.
E33 – Overhead to Underground Relocation (Electric Reliability)	Technology Drive/Foster Drive Phase II is on hold, to be worked in conjunction with Dean Drive Extended.
E34 – LED Streetlights	LED fixtures are currently being installed on Sudley Rd/Rt. 234 with Liberia Avenue to follow.

**B. CUSTOMER SERVICE REPORT**

Ana Davis, Utilities Services Manager, presented the December Customer Service Report. Ms. Davis reported there were 16,910 accounts billed throughout the month of December. Total revenue billed was \$5,371,814.18 and revenue collected was \$6,539,536.11. The City wrote off \$5,397.24 this month and collected \$682.11 from in-house and \$20,061.52 from state, resulting in a net collection of \$15,346.39.

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 December. The Total Unrestricted Utility Operating Cash as of January 3, 2020 was \$27,326,765.28 and reflects the VMEA payment of \$1,934,708.65 made on December 26, 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 December. There were 6 water main breaks, mostly weather related, and one (1) sewer blockage in December.

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, alignment and required easements identified for Phase V. Design is in progress for Phase VI-A. Pipe has been delivered and Shirley Construction will begin work in the near future for Phase VI with completion by August 2020.
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 complete.

**E. DIRECTOR’S UPDATE**

Tony Dawood, Director of Utilities, introduced Tarek Aly as the new Assistant Director of Electric. Mr. Aly previously worked for the City about 5 years ago in the same position.

The Utilities Budget will be presented to the City Manager on January 16, 2020. The Annual Report will be presented to Council on February 10, 2020.

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

Project	Company	Amount
Emergency replacement of four (4) existing gate valves with four (4) aluminum gate valves	WGK Construction	\$76,300

**VI. BUDGET**

**G. FY21 PROPOSED UTILITY BUDGET**

Glenn Simpson, Utilities Finance Manager, presented a power point on the proposed FY21 Water & Sewer operating expenditures. Mr. Simpson summarized expenditures for the funds and gave preliminary revenue forecasts along with projected rate increases. Rate increases are proposed in the two funds as follows: Water 5.0% and Sewer 5.0%.

**MOTION:** For Information Only

## **VII. NEW BUSINESS**

### **H. PFAS (PER- AND POLYFLUOROALKYL SUBSTANCE)**

Ivy Ozmon, Environmental Programs Manager, presented a Power Point on PFAS chemicals and how they have recently emerged as a significant potential risk, and how they are found in every day conveniences. Ms. Ozmon further explained that recent evidence is showing that certain levels of PFAS is linked to elevated risk for a number of diseases. Currently, the EPA does not regular the presence of PFAS chemicals; however, the EPA has announced that a plan to start regulating PFAS is currently underway.

**MOTION:** For Information Only

## **VIII. OLD BUSINESS**

## **IX. CLOSED SESSION**

## **X. ADJOURNMENT OF MEETING**

There being no further business; a motion was made, second and carried unanimously to adjourn the meeting. Chairman Schornick adjourned the regular meeting at 6:29 p.m.