



UTILITY COMMISSION

REGULAR MEETING

MINUTES

Thursday, September 10, 2020
Council Chambers, 9027 Center St, Manassas, VA 20110

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 Robert Angelotti, Commissioner Mason Hollcroft, Commissioner Richard Milligan, Commissioner Stephen Silberstein, Councilman Mark Wolfe

MEMBERS ABSENT: Commissioner Jeffrey McWhirt

STAFF PRESENT: Director of Utilities Tony Dawood, Administrative Coordinator Daralyn Baker, Utilities Services Manager Ana Davis, Assistant Director of Electric Tarek Aly, Assistant Director of Water & Sewer Michael Nicholson, Deputy City Manager Bryan Foster

STAFF ABSENT: Utilities Finance Manager Glenn Simpson

GUESTS PRESENT: None

III. CHAIRPERSON'S TIME

IV. APPROVAL OF MINUTES – August 13, 2020

MOTION: Commissioner Hollcroft made the motion to approve the August minutes as presented.

SECOND: Commissioner Milligan

VOTE: Unanimous

V. STAFF REPORTS

A. ELECTRIC OPERATIONS REPORT

Tarek Aly, Assistant Director of Electric, reported that there were eleven (11) outages during the month of August. Five (5) outages were in Point of Woods Substation, three (3) in Airport Substation, two (2) in Point of Woods Substation and one (1) outage was in Battery Heights.

The July VMEA billing was \$2,765,301 (\$0.623 kwh), which reflects payment due to Dominion Energy for the annual true-up adjustment. The City coincident peak for the

month of August occurred on August 27, 2020 for a peak of 76.30 MW. The Dominion Power peak was 18,504 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. Crews currently installing conduit on Brent St.
E30 – Underground Cable Replacement	Park Ave/Park St work began in June. Completed about 75% of the 17,500 feet of new primary cable.
E31 – New Generation Initiatives	<p>GT Tie into Prince William Substation – The GT failed in service on May 29 and was being repaired in Texas by Alba. Repair is now complete and the turbine was shipped back to us on July 8, 2020.</p> <p>Medical Center Generators – changes were made to the relay setting and generators step-up transformers connection. Generators were tested and now running ok.</p>
E33 – Overhead to Underground Relocation (Electric Reliability)	<p>Technology Drive/Foster Drive Phase II - on hold, to be worked in conjunction with Dean Drive Extended.</p> <p>Lincoln Ave – City contractor completed the installation of conduits. Underground cable to be installed in conjunction with Jefferson Square project.</p> <p>School St – contractor has completed installation of conduits. Underground cable to be installed in conjunction with Jefferson Square project.</p>
E34 – LED Streetlights	LED conversion completed on Liberia Avenue from Portner Ave to Hastings Drive.

B. CUSTOMER SERVICE REPORT

Ana Davis, Utilities Services Manager, presented the August Customer Service Report. Ms. Davis reported there were 17,094 accounts billed throughout the month of August. Total revenue billed was \$6,616,195.78 and revenue collected was \$5,947,315.32. The City wrote off \$12,334.81 this month and collected \$3,292.56 from in-house, resulting in a net collection of \$9,042.25.

There are 3,975 paperless users, and 11,470 online system users.

C. CASH REPORT AND BUDGET UPDATE

Tony Dawood, Director of Utilities, presented the Cash Report for the month of August. The Total Unrestricted Utility Operating Cash as of September 1, 2020 was \$25,631,530.74 and reflects the VMEA payment of \$2,765,301.26 made on August 26, 2020.

D. WATER AND SEWER OPERATIONS REPORT

Michael Nicholson, Assistant Director of Water & Sewer, presented the Water & Sewer Operations Report for the month of August. There were no water main breaks and one sewer blockage in August.

Mr. Nicholson announced Matt Holloway as the new Distribution and Collections Manager for the Water & Sewer Department. He also mentioned that the recent high water demand has leveled off due to the recent rain events.

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

CIP Project and Description	Status
W-42 – 24” Transmission Main Replacement	36” water transmission main under construction from Linton Hall Rd to PA Avenue. 24” water main from Godwin Dr to PA Ave awarded as part of road widening project to begin this winter
W-47 – Finished Water Capacity Increase	90% design completed, public facility review through Prince William County in process
W-50 – Main Replacement Looping	Grant Ave – 16” water main design complete, anticipated bid date November
W-70 – Water Plant Improvements FY18	On-going water treatment plan maintenance, e.g.: filter replacement, floc gates, etc
W-71 – Dean Storage Tank	Under construction/completion scheduled for December/January time frame

E. DIRECTOR’S UPDATE

Tony Dawood, Director of Utilities, informed the Commission that the Magnificent Bryozoan species is slowly dying off and is easily eradicated by copper sulfate used to treat algae. He stated that none were found near the dam or the water intakes.

Mr. Dawood updated the Commission on the UOSA Master Plan. He stated that he has met with the City Manager’s office and they concurred that four (4) million gallons per day would be utilized for planning purposes; however, that by early 2021 the City will most likely need to confirm the amount of sewer capacity desired. He further stated that he anticipates the UOSA Service Agreement would then need to be modified.

F. PURCHASE ORDERS APPROVED – AUGUST 2020

Project	Company	Amount
Residual Basis of Design Technical Memorandum	Michael Baker	\$209,300
Dam Inspection Services	AECOM	\$19,000
Limitorque Actuators-University Vault	WaterWorks	\$15,772
Replacement-Installation of 4 Drexelbrook Probes for the Greenleaf Filers	WGK Construction	\$32,237

VI. NEW BUSINESS

G. I&I UPDATE

Mike Nicholson, Assistant Director of Water & Sewer, presented a Power Point explaining the I&I program. Mr. Nicholson highlighted the lateral lining project recently completed, discussion on process of installation and future expansion into our inflow and infiltration program.

MOTION: For Information Only

VII. OLD BUSINESS

VIII. CLOSED SESSION

IX. 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 6:46 p.m.