



UTILITY COMMISSION

REGULAR MEETING

MINUTES

Thursday, March 8, 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 Jeff McWhirt, Commissioner Richard Milligan, Commissioner Dr. James Schornick, Councilman Mark Wolfe, Commissioner Stephen Silberstein

MEMBERS ABSENT: None

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: Mrs. Nancy Wiita, Mr. John Wiita and Randy Ferrell

III. CHAIRPERSON'S TIME

IV. APPROVAL OF MINUTES – February 8, 2018

MOTION: Commissioner Schornick made the motion to approve the February 8, 2018 meeting minutes as submitted.

SECOND: Commissioner Milligan

VOTE: Unanimous

V. STAFF REPORTS

A. ELECTRIC OPERATIONS REPORT

David Jones, Assistant Director of Electric, reported that there were six (6) outages reported during the month of February: two (2) equipment failures, and one (1) of each of the following: customer side problem, scheduled outage, balloons and an outage caused by a contractor.

The January 2018 VMEA billing was \$2,742,068.00 (\$0.0630/kwh). The City coincident peak for the month of February occurred on February 3, 2018 for a peak of 71.95 MW. The Dominion Power peak was 17,432 MW.

Mr. Jones relayed that our overhead to underground relocation project (E-1) was 90% complete along Fairview Avenue, with four customers already converted to underground service. The conduit installation along Tudor Lane is 60% complete. The overhead to underground relocation project (E-33) has the project design on Foster Drive/Technology Drive at 90% complete.

B. CUSTOMER SERVICE REPORT

Ana Davis, Customer Services Supervisor, presented the February Customer Service Report. Ms. Davis reported there were 16,592 accounts billed throughout the month of February. Total revenue billed was \$6,106,951.31 and revenue collected was \$5,812,508.72. The City wrote off \$7,661.78 this month and collected \$2,103.27 from in-house and \$1,703.39 from state resulting in a net collection of \$3,855.12.

15,725 AMI electric meters have been installed to date, along with 10,907 water meters.

C. CASH REPORT AND BUDGET UPDATE

Glenn Simpson, Utilities Finance Manager, presented the Cash Report for the month of February. The Total Unrestricted Utility Operating Cash as of March 2, 2018 was \$20,233,910.11 and reflects the VMEA payment of \$2,742,067.62 made on February 27, 2018.

D. WATER AND SEWER OPERATIONS REPORT

Ron Tatariw, Deputy Director of Water & Sewer, presented the Water & Sewer Operations Report for the month of February. There were zero water main breaks and one sewer blockage in February.

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 Master Control Center (MCC) installation is complete for the Water Plant Improvements project (W-070).

E. DIRECTOR'S UPDATE

Tony Dawood, Director of Utilities, informed the Commission that the City's Compliance Officer, Rebecca Abel, passed away this week. Funeral arrangements have not been made at the time of the meeting. The Gateway project is also continuing and approximately 12 houses have been occupied.

F. PURCHASE ORDERS APPROVED – FEBRUARY 2018

Project	Vendor	Amount
Prince William Tank- Replacement/Rehabilitation Study	Kimley-Horn	\$39,888
Cable Injection/Rejuvenation Services and Materials	Novinium, Inc	\$169,832
Annual Renewal of Support for Schneider Electric Software	Commonwealth Controls Corp	\$5,840
Vibration Testing of all Diesel Generator Sets	G E International, Inc	\$12,462

VI. NEW BUSINESS

G. LAKE MANASSAS WIITA FAMILY REQUEST

Tony Dawood, Director of Utilities, explained to the Commission that the City owns a 17 acre parcel that is landlocked and can only be accessed by property owned by the Wiita family or by water. John Wiita and his mother, Nancy Wiita, addressed the Commission with a proposition to buy the land from the City, with willingness to accommodate restrictions or easements on the property.

Once the Wiita family left the meeting, Commission and staff discussed the matter and it is the sense of the Commission, and staff, to keep the property and not relinquish ownership at this time. Tony Dawood, Director of Utilities, will let the Wiita family know of the Commission's decision.

MOTION: For Information Only

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 6:05 p.m.