



UTILITY COMMISSION

REGULAR MEETING

MINUTES

Thursday, May 9, 2019
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, Commissioner Stephen Silberstein, Councilman Mark Wolfe

MEMBERS ABSENT: None

STAFF PRESENT: Director of Utilities Tony Dawood, Assistant Director of Electric David Jones, Assistant Director of Water and Sewer Ron Tatariw, Utilities Finance Manager Glenn Simpson, Utilities Services Manager Ana Davis, Administrative Coordinator Daralyn Baker, Distribution and Collections Manager Michael Nicholson, Crew Leader Kevin Selby

STAFF ABSENT: Deputy City Manager Bryan Foster

GUESTS PRESENT: None

III. CHAIRPERSON'S TIME

IV. APPROVAL OF MINUTES – April 11, 2019

MOTION: Commissioner Hollcroft made the motion to approve the April 11, 2019 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 April. Two were caused by equipment failures and one of each type of outage was reported: vehicle, scheduled, utility personnel and squirrel.

The March 2019 VMEA billing was \$2,326,056 (\$0.668/kwh). The City coincident peak for the month of April occurred on April 2, 2019 for a peak of 51.75 MW. The Dominion Power peak was 13,548 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 has been completed. The consultants performing the Grant Avenue design have incorporated the electric system plan. The next review of the design drawings is August 2019.
E21 – Airport Substation	The final small fence and gate across the parking area was completed.
E31 – New Generation Initiatives	GT Tie into Prince William Substation – cable was tested under the load of the single Micron diesel and worked well. The generators were test run with no load at Prince William Hospital. Items remaining to complete are the fence, relay testing, load testing and the new metering point.
E33 – Overhead to Underground Relocation (Electric Reliability)	Technology Drive/Foster Drive Phase I is complete. The contractor began several days of work to prepare for the start of Phase II in August 2019.

B. CUSTOMER SERVICE REPORT

Ana Davis, Customer Services Supervisor, presented the April Customer Service Report. Ms. Davis reported there were 16,855 accounts billed throughout the month of April. Total revenue billed was \$5,610,113.66 and revenue collected was \$6,922,009.41. The City wrote off \$7,652.88 this month and collected \$4.10 from in-house and \$2,318.36 from state resulting in a net collection of \$5,330.42.

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 April. The Total Unrestricted Utility Operating Cash as of May 1, 2019 was \$25,592,839.89 and reflects the VMEA payment of \$2,326,056.25 made on April 24, 2019.

D. WATER AND SEWER OPERATIONS REPORT

Ron Tatariw, Assistant Director of Water & Sewer, presented the Water & Sewer Operations Report for the month of April. There were two water main breaks and two sewer blockages in April. There were also two water quality complaints from citizens due to the hydrant flushing program.

Mr. Tatariw 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. Shirley Construction is continuing construction of the 36” waterline 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	The temporary water line has been re-installed and work on the 12” water line is underway.

E. DIRECTOR’S UPDATE

Tony Dawood, Director of Utilities, relayed to the Commission that the City was awarded the Virginia Department of Health Water Treatment Plant 2018 Silver Award. This award is given for excellence in performance and operations and for water treatment. This award is earned by Water Plants that go above the established water treatment regulations.

The agreement to purchase .5 MGD from Fairfax Water will be going before Council in June 2019.

Dominion Energy has notified us that the new fuel rate will be .813 cents per kilowatt hour. This is a 31% decrease over the current year.

F. PURCHASE ORDERS APPROVED – APRIL 2019

Project	Company	Amount
Zetag 7523 Polymer	Coyne Chemical	\$7,000
Micron Pond Aeration Bid Documents	Kimley-Horn	\$28,500

VI. PRESENTATION

Michael Nicholson, Distribution and Collections Manager, presented an update on CIP project W-42. Mr. Nicholson, along with Crew Leader Kevin Selby, gave an update on this multi-phase project and the status of working with the contractors and Prince William County.

VII. NEW BUSINESS

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 Weber adjourned the regular meeting at 6:11 p.m.