



UTILITY COMMISSION

REGULAR MEETING

MINUTES

Thursday, October 10, 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, Utilities Finance Manager Glenn Simpson, Administrative Coordinator Daralyn Baker, Utilities Services Manager Ana Davis, Acting Assistant Director of Water & Sewer Michael Nicholson

STAFF ABSENT: Deputy City Manager Bryan Foster

GUESTS PRESENT: None

III. CHAIRPERSON'S TIME

Chairperson Weber announced his retirement from the Utilities Commission. His last meeting will be the December 12, 2019 meeting.

IV. APPROVAL OF MINUTES – September 12, 2019

MOTION: Commissioner Milligan made the motion to approve the September 12, 2019 meeting minutes as submitted.

SECOND: Commissioner Hollcroft

VOTE: Unanimous

V. STAFF REPORTS

A. ELECTRIC OPERATIONS REPORT

Glenn Simpson, Acting Assistance Director of Electric, reported that there were nine (9) outages during the month of September. Four (4) outages were in Airport Substation, four (4) in Prince William Substation, and one (1) in Point of Woods Substation.

The August 2019 VMEA billing was \$2,167,887 (\$0.537/kwh), which reflects credits from Dominion's true-up. The City coincident peak for the month of September occurred on September 12, 2019 for a peak of 71.11 MW. The Dominion Power peak was 18,282 MW.

Mr. Simpson 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	USA Cable has started installing conduit on Bayberry Avenue.
E31 – New Generation Initiatives	GT Tie into Prince William Substation – The GT failed in service on May 29 and was removed and shipped to the Alba shop in Houston for inspection. The generators were test run with no load at Prince William Hospital. Power Services to review and provide guidance and a solution to the issues we caused the hospital.
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	All LED fixtures have been installed on Rt. 28, Wellington Road and in Georgetown South.

B. CUSTOMER SERVICE REPORT

Ana Davis, Utilities Services Manager, presented the September Customer Service Report. Ms. Davis reported there were 16,919 accounts billed throughout the month of September. Total revenue billed was \$6,326,006.34 and revenue collected was \$6,699,355.11. The City wrote off \$9,631.14 this month and collected \$734.32 from in-house and \$1,508.24 from state resulting in a net collection of \$7,388.58.

15,821 AMI electric meters have been installed to date, along with 11,055 water meters.

Ms. Davis also announced that the annual Utilities Open House will be held Saturday, October 12, 2019 at the Public Works Facility.

C. CASH REPORT AND BUDGET UPDATE

Glenn Simpson, Utilities Finance Manager, presented the Cash Report for the month of September. The Total Unrestricted Utility Operating Cash as of October 1, 2019 was \$30,313,228.71 and reflects the VMEA payment of \$2,167,887.10 made on September 25, 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 September. There was one water main break on Stonewall Road and zero sewer blockages in September.

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. Pipe has been delivered and Shirley Construction will begin work in the near future.
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

There was no Director update this month.

F. PURCHASE ORDERS APPROVED – SEPTEMBER 2019

Project	Company	Amount
Micron-Relocation of 24” Water Main	Crown Construction	\$494,250

VI. PRESENTATION

G. MICRON UTILITY RELATED PROJECTS UPDATE

Michael Nicholson, Acting Assistant Director of Water & Sewer, gave a brief presentation on the Micron expansion projects.

MOTION: For Information Only

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 5:55 p.m.