



Danville Utility Commission

4:00 p.m. June 26, 2017 Meeting

Council Chambers, City Hall

Minutes

Commission Members Present: Vanessa Cain, Ken Larking, Phillip Smith and Jim Turpin

Commission Members Absent: Bill Donohue, Fred Shanks, and Michael Nicholas

Staff Present: Michael Adkins, Meagan Baker, Amy Chandler, Greg Disher, Carolyn Evans, Jason Grey, Jenny Holley, Alan Johnson, Kelly Kinnett, Charles Overby, Mike Spencer, and Clarke Whitfield

Others Present:

Call to Order and Announcements

Chairman Smith opened the meeting and asked that the attendance be recorded. As a quorum was present, the meeting was called to order.

Discussion/Business Items

Minutes of May 22, 2017 Commission Meeting

Chairman Smith asked for any corrections, deletions, or adjustments to the minutes of May 22, 2017.

Ms. Baker reported that a change would be made to the motion made on page five.

Mr. Turpin made a motion to approve the minutes. Ms. Cain seconded, all members voted in favor, and the motion carried unanimously.

Review of Utilities' Financial Statements

Ms. Chandler presented the utility financial statements for each utility fund and addressed questioned from the commissioners.

2017 Customer Service Satisfaction Survey Results

Mr. Jerry Lindsley of the Center for Research and Public Policy was unable to attend today's meeting due to airline travel issues. The presentation of the customer service satisfaction survey results has been postponed to the July meeting.

Virginia Department of Health Loan for FY18 Water Capital Improvement Project

Mr. Grey mentioned that staff is pursuing a Virginia Department of Health loan for fiscal year 2018's water capital improvement project. The project includes updating the infrastructure inside the City's Water Plant. This is a result of an audit performed by the City's consultant, EE&T, in 2016, which identified projects that needed addressing in the next five to ten years. Mr. Grey reported that the improvements needed for the water treatment plant were included in the FY2018 budget. The loan would allow the City to borrow the money at a lower interest rate.

Mr. Turpin asked if the interest rate was fixed. Mr. Grey reported that yes, the interest rate is fixed.

Mr. Turpin moved that the Danville Utility Commission recommend to City Council using the Virginia Department of Health loan program in fiscal year 2018 for the \$2,000,000 water capital improvement project to improve the City's Water Plant infrastructure.

Ms. Cain seconded, all members voted in favor, and the motion was approved unanimously.

Department Discussions

Ms. Evans reported that the final testing had been completed for the absorbing of the credit card fees. The new program will begin July 1.

Mr. Turpin reported that he has a concern with absorbing the credit card fees particularly, after reviewing the results of the customer service satisfaction survey, which did not show a large amount of customer interest, in paying with credit cards. Mr. Grey stated that it is a one year trial period and once that time is up, they can reevaluate the program. Mr. Smith asked when they would be able to see some data and Ms. Evans reported that she believed after the first three months they would have enough information to share and could possibly give a preliminary report at the September utility commission meeting.

Mr. Johnson reported that inspections were completed at the wastewater plant and staff are awaiting the report but expect it to be favorable. He also mentioned that contractors are in town to conduct maintenance on the elevated water tanks.

Mr. Disher reported that the rental transformer is onsite at the Riverside Substation, which frees up the mobile transformer, in case it is needed throughout the summer. The Power and Light division is also working on moving one of the Swedwood transformers to the Bridge Street Substation. The Kentuck Solar Farm project is progressing.

Ms. Holley reported that the annual fiscal inventory for each division has been completed. The results came in at one half, of less than half a percent, so they are

extremely pleased with the results. She also mentioned that the proposed budget was adopted last week at the City Council meeting.

Mr. Spencer reported that the fiber-to-home project in Southwyck Farms is underway. He mentioned there were some initial problems with clay and other hard rock which caused some construction delays. Mr. Shanks asked how much interest was in the project and Mr. Spencer reported that they have received some interest and expect more as the project progresses.

Mr. Grey announced that today would be Mr. Smith's last meeting. He recognized him for his service to the Danville Utility Commission, mentioning that over the years, he has nearly 19 years of service.

Mr. Shanks mentioned that Mr. Smith has had tremendous input when it came to utilities and that he appreciated his service to the community.

Mr. Larking thanked Mr. Smith for his service and expressed his appreciation for his efforts.

Mr. Turpin echoed all comments and mentioned that he had enjoyed working with Mr. Smith.

Mr. Smith thanked everyone that he has served with on the commission and also thanked the staff for their hard work and dedication.

Adjournment

Chairman Smith stated the next meeting is scheduled for July 24, 2017. There being no further business, Chairman Smith adjourned the meeting at 4:32 p.m.

Submitted by Meagan Baker
Secretary to the DUC

July 24, 2017
Date Approved

Chairman
Danville Utility Commission