



**Danville Utility Commission**  
4:00 p.m. February 22, 2021 Meeting  
Council Chambers, City Hall  
**Minutes**

**Commission Members Present:** Earl Reynolds, Helm Dobbins, Gary Miller, Sheila Williamson-Branch, Paul Liepe, Bert Eades, Anna Kautzman, Vanessa Cain

**Commission Members Absent:**

**Staff Present:** Ryan Dodson, Jason Grey, Janet Davis, Michael Adkins, Lori Flanigan, Laura Blackwell, Carol Henley

**Others Present:**

**Call to Order**

Chairman Cain 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 January 25, 2021 Commission Meeting**

Ms. Cain asked for any corrections, deletions, or adjustments to the minutes from January 25, 2021.

Mr. Dobbins made a motion to approve the minutes. Mr. Eades seconded, all members voted in favor, and the motion carried unanimously.

**Review of Utilities' Financial Statements**

Mr. Adkins presented the December financial statements for each utility fund.

**Fiscal Year 2022 Utilities Budget**

Should on-going evaluations reveal additional revenue shortfalls, staff will make the budget expenditure adjustments necessary to bring the budgets back into balance without further FY 2022 increases and brief the Commission on the matter at the April 26th meeting. This was determined to allow the City Manager to finalize his budget proposals and present them to City Council by March 1<sup>st</sup>. Ms. Flanigan asked the commission if they had any questions regarding the budget as presented.

Mr. Eades made a motion that the Danville Utility Commission approve the Utility Department's Proposed Fiscal Year 2022 Budget for submission to City Council with the Commission's

recommendation for its adoption by the Council. Mr. Liepe seconded, all members voted in favor, and the motion carried unanimously.

Customer Accounts Service Policy Revisions

Mr. Adkins presented the recommended changes to the City's Customer Accounts Service Policies.

Mr. Liepe expressed concerns that the policies need to allow for more services to be performed online versus in person.

Mr. Adkins responded that IT is working with Finance to create forms to allow customer to perform more services online in the future.

Mr. Liepe made a motion that the Danville Utility Commission approve the revisions presented to the Customer Accounts Service Policies. Mr. Dobbins seconded, all members voted in favor, and the motion carried unanimously.

Department Discussions

Mr. Dobbins asked if Utilities should look at areas not served by Comcast for Telecommunications for broadband.

Mr. Grey responded that most of the City is covered by Comcast, and that the County presents the most opportunity to expand service.

Mr. Eades expressed his gratitude toward the employees that worked during the storm the past weekend.

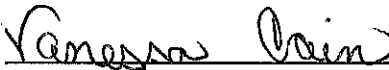
Mr. Grey provided an update on the injured City employee and thanked the employees for their hard work during the ice storm.

Mr. Grey announced that the closing occurred on the Pinnacles plant on February 10.

Adjournment

Chairman Cain stated the next meeting is scheduled for March 22, 2021. Mr. Dobbins made a motion to adjourn the meeting, and the motion was seconded by Ms. Williamson-Branch. All members voted in favor. There being no further business, Chairman Cain adjourned the meeting at 4:33 p.m.

Submitted by Janet C. Davis  
Secretary to the DUC

March 22, 2021  
Date Approved  
  
Chairman  
Danville Utility Commission