



Danville Utility Commission
4:00 p.m. October 27, 2014 Meeting
Council Conference Room, City Hall
Minutes

Commission Members Present: Bill Donohue, Joe King, Bob Schasse, Fred Shanks, Phillip Smith, Jim Turpin and Dawn Witter

Commission Members Absent: Michael Nicholas

Staff Present: Michael Adkins, Barry Dunkley, Carolyn Evans, Arnold Hendrix, Jennifer Holley, Linda Mills, Jeanne Scott, Cynthia Thomasson, Clarke Whitfield and Allen Wiles

Others Present: Brett Vassey

Call to Order & 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 September 22, 2014 Commission Meeting: Chairman Smith asked for any corrections, deletions, or adjustments to the minutes of September 22, 2014. Mr. Turpin said that the last paragraph in Communications from the Director should read that AMP is looking at a 24 hour peaking plant in the county.

Mr. Schasse then made a motion to approve the minutes as amended. Mr. Turpin seconded the motion. The motion was unanimously approved.

Review of Utilities' Financial Statements: Michael Adkins reviewed the August financial statements.

Mr. Adkins then addressed questions from the Commissioners.

Collection Presentation on Utility Credit Card Payments: Michael Adkins spoke on the Collections Departments current credit card payment policies. Mr. Adkins said that a third party processor is used to collect payments and insure Payment Card Industry compliance. Staff then posts the payments to the customers' accounts.

Mr. Adkins added that currently just 3.6% of payments each month are made with a credit card. Other payments are received by bank draft, through the mail, at the service center, at a substation or through the customer's bank e-pay.

Mr. Adkins said that Danville convenience fees of \$4.75 are in line with or less than what other utilities are charging. Mr. Adkins explained to the Commission that Paymentus, the third party processor, would provide a lower rate of \$3.75 if a five year contract were signed.

Water and Wastewater Treatment CIP Projects: Barry Dunkley updated the Commission on Fiscal Years 2015 and 2016 Capital Improvement Projects planned for the Water and Wastewater Plants.

Projects included a rehab of clarifier #4 and an expansion of the SCADA system. Also included was the continuation of the THM reduction project.

Mr. Dunkley then addressed questions from the Commissioners.

Communications from City Manager

Joe King said that the Steering Committee had held the first of eight meetings and a dedicated webpage with all the materials and a broadcast of each meeting will be created.

Mr. King said that at the last meeting staff provided an overview of the Power and Light system. Mr. King added that the next meeting would include information on general fund transfers and administrative transfers. Mr. King said that Jason Grey would also cover the rate stabilization strategy and the AMPGS and Prairie State challenges.

Mr. King said the meetings will be held on the first and third Mondays of each month with an objective to present recommendations to City Council by mid-February.

Mr. King then addressed questions from the Commissioners by explaining that Danville is looking at hedging future congestion charges.

Mr. King also said that the Utility Commission has the power to change the current credit card policy allowing the utility to absorb the transaction fees. He added that the amount of costs involved could be addressed by the consultants.

Mr. Adkins added that any policy changes would also apply to tax payments.

Adjournment

Chairman Smith stated the next meeting is scheduled for November 24, 2014. There being no further business Chairman Smith adjourned the meeting at 5:30 p.m.

Submitted by Patti OKeefe
Secretary to the DUC

November 24, 2014

Date Approved

Chairman
Danville Utility Commission