



City of Rock Falls Electric Committee Meeting Minutes

Date: July 8, 2008 Time Meeting Started: 6:30 p.m. Time Meeting Ended: 7:45 p.m.

Members		Also Attended	
Alderman Hand (chairperson)	X	Mayor Blanton	X
Alderman Arduini		Paul Jakubczak, Electrical Director	X
Alderman Kuhlemier	X	Richard Downey, City Administrator	X
Alderman Reitzel	X	Megan Grevas	X

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ 6:30 p.m.	<ul style="list-style-type: none"> Approval of June 10, 2008 Electric Committee Minutes. 	No action.
3. Financial Update.	<ul style="list-style-type: none"> Total billed (May, 2008) \$574,065.00; Total expenses (May) \$511,171.00; \$752,045.00 (June) Capitol Cost Recovery was \$31,392.00. Total Cash Received was \$519,846.00. Reliability for the month was 99.96% Discussion was held why the financials were not available for the meetings. 	No action.
4. Hydro Plant Update.	<ul style="list-style-type: none"> Mr. Jakubczak advised we were still on track with removing the stop logs on Thursday and spinning it on Friday. Discussed the upgrades that will be coming in the fall where we will be installing new switchgear/transformer and a standby generator on the back deck. This generator will be run off of natural gas. 	No Action.
5. Broadband Update.	<ul style="list-style-type: none"> Mr. Jakubczak informed the Committee that Mid-Continent and Belt-Way are up and running. Also Rotary Airlock is waiting for a building penetration from T6 Broadband. We also discussed a proposal from Kentucky Data Link to swap fibers going across 1st Avenue Bridge for them to go all the way down the South 14th Substation. It was recommended that we schedule a Broadband Committee Meeting and have KDL present to go over the final proposals to bring it to Council. 	No Action.
6. Organizational Checkup.	<ul style="list-style-type: none"> We discussed the organizational checkup from Hometown Connections. The Mayor, Alderman Hand and Mr. Jakubczak met with Steve Vandermeer and Tim Blodgett in New Orleans and discussed a proposal as far as what was included and what was not. It was a recommendation from the Committee to put this on the Consent Agenda with a cost not to exceed price. Paul is waiting for that final price from Hometown Connections. It should be in the range of \$8,000-\$8,500.00. 	Consent Agenda.

7. Billing Information.	<ul style="list-style-type: none"> • While Mr. Jakubczak was in New Orleans he spoke with Alex Gibson from Civic System's regarding different billing formats. Mr. Gibson sent us about eight different bill templates to review. Paul distributed these formats to the Committee members for them to review and asked them to come back with their top two by the next Committee Meeting so we could move forward from there. • We also discussed when do the change in the bills to make sure the addresses get put to where a standard envelope with a window so we are not special ordering envelopes. 	No Action.
8. IMEA/IMUA update.	<ul style="list-style-type: none"> • Mr. Jakubczak informed the Committee that the Trimble County I & II projects are progressing as well as Prairie State. We are also still looking at the intermediate peaking plants of which a time frame has not been discussed yet. 	No Action.
9. GIS - printer proposal.	<ul style="list-style-type: none"> • Megan Grevas gave a proposal on a printer that will be printing out the map books for the Electric Department. The Committee approved the total expenditure of \$3,150.00 pending a review of an ad we recently received from SBM. 	No Action.
10. Committee Member Items.	<ul style="list-style-type: none"> • A request from a Mr. Forest Chapman for a deposit he had paid for his grandson electric account. He would like to have the deposit refunded into his name when his grandson leaves. After discussion, the Committee decided it was not feasible to do as Mr. Chapman is not the owner or a signed participant on the account; therefore the deposit will go to whoever is legally signed up on that account. • Discussion was held regarding the turn over of the inspection reports for electrical inspections during the sale transfer of houses. We discussed what was going to be done with the 24hr. notice and the 24hr. reports and well as the e-mailing and faxing. This will take effect August 1, 2008. • Discussion was held regarding an identify theft, which is something the FTC is looking at mandating beginning November 1, 2008. This is basically to make sure that customer information is not stolen nor has the ability to be stolen off our servers. Mr. Downey and Paul will be attending a conference call sponsored by APPA in the near future where it is done and what needs to be done. • Paul informed the Committee on pricing he received to replace/repair part of the parking lot which has been getting deeper and deeper potholes. The Committee recommended that we make sure that as we request quotes the companies we are using are eligible to do municipal projects as well as comply with the prevailing wage laws. • Mr. Jakubczak discussed with the Committee a program that he is working on putting together called a Live Line Demo where a gentleman named Kyle Finnley comes up and actually energizes a demo line and shows the effects of electrical contacts, Mylar balloons, kites and strings, etc. More information will be coming as the pricing is developed. 	No Action.

	<ul style="list-style-type: none">• Adjournment @ 7:45 p.m.	
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Paul A. Jakubczak, Electrical Director