



City of Rock Falls Electric Committee Meeting Minutes

Date: April 13, 2010 Time Meeting Started: 8:15 a.m. Time Meeting Ended: 9:50 a.m.

Members		Also Attended	
Alderman Hand (chairperson)	X	Mayor Blanton	X
Alderman Schuneman	X	Paul Jakubczak, Electrical Director	X
Alderman Reitzel	X	Richard Downey, City Administrator	X
Alderman Kuhlemeir	X		

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ 8:15 a.m.	<ul style="list-style-type: none"> Approval of the March 16, 2010 Electric Committee Minutes. 	
3. Financial/Reliability/Broadband Report.	<ul style="list-style-type: none"> The Electric Committee discussed the Reliability and Broadband reports. Due to a vacation the Amount Billed was not available from the General Ledger report. Discussion was held regarding the Penalty Posting which will be added to the report to show just how much is added on a weekly basis to the customer bills based on reports that are created and generated in the Billing Office. Mr. Jakubczak discussed with the Committee the possibility of going to a 17-day billing cycle instead of the current 15-day billing cycle. This procedure will be to bill every Friday and the bills will be due two weeks from the following Monday. This will be sent over the Public Works Committee for discussion as well as the Finance Committee. 	Public Works Committee & Finance Committee
4. Generator Project.	<ul style="list-style-type: none"> Discussed the Generator Project on the West side. Mr. Jakubczak mentioned we are in the final negotiations and discussions with Sega for the engineering. There are some discussions with the City Attorney James Reese on some changes with the language which are being corrected. As soon as they are completed the contracts will be signed and sent back to both parties so we can schedule a kick off meeting to get that moving. Paul reported we should be going out for the appropriate Bonding Ordinance beginning late April or early May so we can get our bonding in place by August or September for bids with actual cash in hand by September or October. Discussion was held in regards to the additional pieces of equipment that will be required to add to the existing Generators to bring them up to the current EPA standards. This was discussed with the gentleman from Caterpillar who came in and looked at the information. He will be sending us pricing for further down the road to get that project up and going as well too. 	

5. Pole Attachment/ Joint Use.	<ul style="list-style-type: none"> Mr. Jakubczak informed the Committee of the discrepancy we are having with AT&T regarding the payment for joint pole use. We have currently researched to find the documents requiring this. Mr. Jakubczak has been in contact with Bill Conover; the AT&T Engineer and who we should contact. He will be passing our information onto her as well. Discussion was held regarding the upcoming renewal of the Comcast Joint-Attachment agreement and the possibility of adding in joint trenching. The contract expires in 2012. 	
6. Dixon Avenue Street Lights.	<ul style="list-style-type: none"> Mr. Jakubczak informed the Committee that we had received a \$2,500.00 grant from DCO through the IMEA for Energy Efficiency Upgrades. This will be the installation of lighting down Dixon Avenue as well as installation of LED exit signs and occupancy sensors in the office. Discussed the redesign on Dixon Avenue that we will not be putting in light for light but we will be lighting at the intersections and long blocks/middle of the intersections. 	
7. Education Program.	<ul style="list-style-type: none"> Mr. Jakubczak discussed what we were are doing with our education program with our Ground Water Committee and how it's been well received in schools that we have attended. This week we will be going to Riverdale and East Coloma. The Rock Falls Merrill School 5th graders will be sometime in May. Discussed the Public Power Week. The Mayor would like to see us do a little more community activity for Public Power Week. As it draws closer to October we will be putting together a schedule of events for this week. 	
8. Organizational Checkup.	<ul style="list-style-type: none"> Mr. Jakubczak discussed with the Committee items #55 - #81. There are some action items that need to be done. Paul will develop a composite list of items for next month's meeting. 	
9. Committee Member Items.	<ul style="list-style-type: none"> Mr. Jakubczak mentioned to the Committee our NIU intern will be working on an explanation of our electric, water, wastewater and garbage bills to be placed on the City's Web Page to allow customer's an easier access to understanding the way that their bills are set up and each of the line items that are on there. We also discussed JULIE costs; it has been proposed to either be billed by JULIE once a year, twice a year or quarterly. The Committee recommended to be billed on an annual basis; a single payment. This will be passed on to Finance as well as Public Works Committee for their approval. Mr. Jakubczak announced the IMUA Annual Conference will be held on May 18 & 19, 2010 in Peoria, IL if anyone is interested in attending. 	Finance & Public Works Committee
11. Adjournment	<ul style="list-style-type: none"> Adjourned meeting @ 9:50 a.m. 	