



# City of Rock Falls

## Electric Committee Meeting Minutes

**Date:** January 22, 2013      **Time Meeting Started:** 8:15 a.m.    **Time Meeting Ended:** 9:25 a.m.

Members		Also Attended	
Alderman Hand (chairperson)		Dick Simon, Electrical Director	X
Alderman Schuneman	X	Greg Johnson, Operations Manager	X
Alderman Reitzel		Robbin Blackert, City Administer	X
Alderman Kuhlemier	X	Mayor Blanton	X

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ 8:15 a.m.	<ul style="list-style-type: none"> <li>Approval of the December 18, 2012 Electric Committee Minutes.</li> </ul>	
3. Financial/ Reliability/Broadband Updates.	<ul style="list-style-type: none"> <li>Dick Simon reported on the financial of Electric and fiber for the month of December.</li> </ul>	No Action
4. Update on I-Fiber.	<ul style="list-style-type: none"> <li>Mr. Simon reported that we received the first draft of the IRU. Greg Johnson and Dick Simon met with Irshad Ansari on January 24, 2013 to go over the IRU and start engineering the route.</li> </ul>	No Action
5. SCADA Update.	<ul style="list-style-type: none"> <li>Informed the Committee we are still in the engineering stage.</li> </ul>	No Action.
6. Hydro.	<ul style="list-style-type: none"> <li>Dick Simon updated the Electric Committee on the financials and where we are on the Unit 1 rebuild.</li> </ul>	No Action.
7. GIS.	<ul style="list-style-type: none"> <li>Mr. Simon reported the new server is in and Mike from William and Mary Computer Center along with Micah from Cloudpoint Geographics Inc. are working to get the maps loaded.</li> </ul>	No Action.
8. Utility Office Update.	<ul style="list-style-type: none"> <li>Robbin Blackert updated members on utility office revamp. Reviewed lien policy for owner occupied properties, landlords, businesses and industries. Need to determine if initial lien will be filed in three or six months (or sooner) and second lien will be filed 180 days after first lien. Need to determine if delinquent accounts will go to comptroller in 60 or 90 days. Discussion of agreements. Need formal action by committee to establish agreement policy. Recommendation by Superintendent Simon and Administrator Blackert for only two agreements per year to be allowed. If additional payments are needed, we need to look at budget program. If an agreement is not honored, it will be a minimum of one year before another agreement can be established. Discussion of need to include privacy policy language and red flag rule in policy manual. Discussion regarding policy not allowing any information to go to landlord regarding account balance of tenant. Administrator will check with City Attorney to establish legal guidelines and determine whether a waiver could be signed by tenants allowing information release.</li> </ul>	No Action.

9. Fiber Building	<ul style="list-style-type: none"><li>• This item was tabled until the next Electric Committee Meeting.</li></ul>	No Action
10. Committee Member Items	<ul style="list-style-type: none"><li>• None.</li></ul>	No Action
11. Adjournment.	<ul style="list-style-type: none"><li>• Adjourned meeting @ 9:15 a.m.</li><li>• Next meeting scheduled for February 26, 2013 @ 8:15 a.m.</li></ul>	

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Dick Simon, Electrical Director