



City of Rock Falls

Electric Committee Meeting Minutes

Date: April 23, 2013 Time Meeting Started: 8:15 a.m. Time Meeting Ended: 9:30 a.m.

Members		Also Attended	
Mayor Blanton	X	Dick Simon, Electrical Director	X
Alderman Schuneman	X	Robbin Blackert, City Administrator	X
Alderman Reitzel	X	Bill Wescott, City Clerk	X
Alderman Hand	X	Greg Johnson, Operations Manager	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 26, 2013 Electric Committee Minutes. 	
3. Financial/Reliability/Broadband Updates.	<ul style="list-style-type: none"> Dick Simon reported on the financial of Electric and fiber for the month of March. 	No Action.
4. Update on I-Fiber projects.	<ul style="list-style-type: none"> Mr. Simon informed the Committee that we are close to finishing the IRU to send to I-Fiber. 	No Action.
5. SCADA Update.	<ul style="list-style-type: none"> Dick Simon reviewed with the Electric Committee the recommendation of Power Systems Engineering for the Meter Points bids. The Committee recommended City Council approval of Schweitzer Engineering Laboratories in the amount of \$59,040.00. 	City Council Approval.
6. Hydro-Electric repair project update.	<ul style="list-style-type: none"> Discussed with the Electric Committee that we will have to purchase new pumps and motors for the high pressure side and have two pumps rebuilt for the lower pressure side. 	No Action.
7. GIS update.	<ul style="list-style-type: none"> Updated the Committee on the new server that we are to the point where we plan to order a Think Pad to start entering the data and viewing the maps. 	No Action.
8. Utility Office Update.	<ul style="list-style-type: none"> A request was made by Administrator Blackert to create a waiver that would be signed by rental tenants giving the City permission to disclose billing information to the Landlord/Property Owner. The waiver will also state that the City will send duplicate notices for disconnection of service to the Landlord/Property Owners. Administrator Blackert presented the work order section as submitted by Conny Sanders. Committee requested that the manual contain more of an overview of circumstances and conditions when service/work order are necessary and not to include the step-by-step procedure for entering work orders into the computer system. 	No Action.
9. Garage Door Specialists bid.	<ul style="list-style-type: none"> Reviewed the Garage Door Specialists, Inc. estimate for two doors and two openers in the amount of \$12,023.50. The Electric recommended City Council approval. 	City Council Approval.
10. Vermeer's bid.	<ul style="list-style-type: none"> Mr. Simon requested the Electric Committee's approval to purchase a Digitrak F5 Directional Drilling Locating System in the amount of \$22,300.00. The Electric Committee recommended City Council approval. 	City Council Approval.

11. Energy Efficiency Grant.	<ul style="list-style-type: none"> Mr. Simon discussed with other Municipalities their use of the Energy Efficiency Grant; the Municipalities all used it differently. Some used the money strictly for themselves and others gave some to businesses with a cap on it per business. The Electric Committee would like to give \$7,000.00 back with a cap of \$1,000.00 per business. 	No Action.
12. Committee Member Items.	<ul style="list-style-type: none"> None. 	
13. Adjournment.	<ul style="list-style-type: none"> Adjourned meeting @ 9:30 a.m. Next meeting scheduled for May 28, 2013 @ 8:15 a.m. 	

Dick Simon, Electrical Director