



City of Rock Falls

Electric Committee Meeting Minutes

Date: May 28, 2013 Time Meeting Started: 8:15 a.m. Time Meeting Ended: 10:30 a.m.

Members		Also Attended	
Mayor Wescott	X	Dick Simon, Electrical Director	X
Alderman Schuneman	X	Robbin Blackert, City Administrator	X
Alderman Reitzel	X	Eric Arduini, City Clerk	X
Alderman Hand	X	Greg Johnson, Operations Manager	X
Alderman Kuhlemier	X		

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ 8:15 a.m.	<ul style="list-style-type: none"> Approval of the April 23, 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 April. 	No Action.
4. Update on I-Fiber projects.	<ul style="list-style-type: none"> Mr. Simon informed the Committee that he has seen e-mails from I-Fiber and our Attorney. 	No Action.
5. Approval for Annual Support with Survalent Technology.	<ul style="list-style-type: none"> The Electric Committee reviewed the Survalent Annual Support Agreement in the amount of \$18,340.00 	City Council Approval.
6. Hydro-Electric repair project update.	<ul style="list-style-type: none"> Mr. Simon updated the Electric Committee on Unit #2 in which about 85-90% of the equipment for repair has been sent out. 	No Action.
7. GIS update.	<ul style="list-style-type: none"> Reviewed with the Electric Committee the software that we are looking for to do inventory of the equipment in the field. Mr. Simon also showed the Committee the Lenovo ThinkPad Twist that we ordered for the Water, Sewer and Electric. 	No Action.
8. Utility Office Update.	<ul style="list-style-type: none"> Administrator Blacker presented the completed draft of the Utility Office Manual. The Electric Committee discussed necessary changes to the manual which Administrator Blackert agreed to make. The Committee agreed that the manual would be presented to the Utility Office staff and would request their feedback and suggestions for additional changes. The Electric Committee agreed that any major objections or concerns regarding the policy set forth in the manual would need to be presented directly to the Committee by the Crew Leader of the Utility Office. Alderman Schuneman requested that an additional brochure directed specifically toward landlords be created and distributed to all landlords on file. The Committee discussed the timeframe for the policy changes and what steps were necessary in order to inform the customers of the new policies. It was agreed that the changes would be promoted for at least one month prior to implementation. 	No Action.

9. Committee Member Items.	<ul style="list-style-type: none">• None.	
10. Adjournment.	<ul style="list-style-type: none">• Adjourned meeting @ 10:30 a.m.• Next meeting scheduled for June 25, 2013 @ 8:15 a.m.	

Dick Simon, Electrical Director