



## City of Rock Falls Utility Board Meeting Minutes

**Date: 11-28-2017**

**Time Meeting Started: 8:15am**

**Time Meeting Ended: 9:40am**

| Members                       |   | Also Attended          |   |
|-------------------------------|---|------------------------|---|
| Alderman Schuneman – Chairman | p | Dick Simon             | p |
| Alderman Kuhlemier            | p | Administrator Blackert | p |
| Alderman Logan                | p | Clerk Arduini          | p |
| Mayor Wescott                 | p | Ed Cox                 | p |
| Tom Myers                     | p | Ted Padilla            | p |
| Kim Groharing                 |   | Diane Hatfield         | p |
| Shane Brown                   | p | Wayne Shafer           | p |
| <b>Also Attended</b>          |   |                        |   |
|                               |   |                        |   |

| Topic   | Discussion   | Plan of Action   |
|---|--|--|
| CALL TO ORDER   | Meeting was called to order at 8:15am  | Meeting begins at 8:15am   |
| Approval of minutes for October 23, 2017 and September 25 <sup>th</sup> 2017 meetings.  | A motion to approve the minutes with the removal of Shane Brown being in attendance at the September 25 <sup>th</sup> meeting was made by Alderman Logan and second by Mayor Wescott   | Motion carried   |
| Review & Discuss Amended Standing Rules   | The committee reviewed the changes made to the policies.<br>Sec. 2-C. Shane Brown suggested the appointment after the initial staggered term should be changed to a consistent number. The Committee decided 5 years.<br>Sec. 2-B. Mayor Wescott would like to see the citizen members of the committee be defined as a within city limits resident, outside city limits, but inside electrical district resident, and business owner.<br>There was much discussion about future city administrators and their ability to fill the position of Operations Manager. | Tabled.<br>The committee will review the amended polices at the next meeting |
| Monthly Calendar Discussion   | Administrator Blackert will be sending calendars to the members via email with project start / finish dates, and other information as it comes.  | No action  |
| <b>1. Utility Office</b><br>a. Superintendent Update  | Superintendent Hatfield reported that collections are better with internal changes that have been implemented including calling customers rather than sending them straight to the comptroller. Some changes have helped find unaccounted for water. The water department now reads all meters no matter what the customer status.   | No action  |
| <b>2. Water Department &amp; Wastewater</b><br>a. Review Engineering Agreement from Stanley Consultants, Inc. for engineering design and bidding phase of water and wastewater extensions to the Schmitt property | Administrator Blackert explained that the agreement was amended to work toward an IEPA loan to help fund the project Alderman Kuhlemier made a motion that was second by Shane Brown recommending the Engineering Agreement submitted by Stanley Consultants, Inc. for design and bidding phase of water & wastewater extension to the Schmitt property to the Finance Committee.  | Motion carried   |

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| Review and discuss financing options for water & wastewater extensions to Schmitt property. Bonding vs. IEPA low interest loan   | Administrator Blackert explained that attaining an IEPA revolving loan for the project is a 6 month process. It is not a guarantee, but the program runs much differently than the brownfield loans. Alderman Kuhlemier indicated that looking at bonding vs IEPA loan is doing due diligence. Alderman Logan made a motion that was second by Tom Myers seeking a low interest IEPA loan to be referred to the Finance Committee for review. | Motion carried                                      |
| <b>3. Water Department</b><br>a. Superintendent update   | Water Superintendent Ted Padilla informed the committee that there is one employee off currently. The department located the cause of 150,000gallons/day loss that was detected. It was caused by vandalism at the former asphalt plant on McNeil Road.   | No action   |
| <b>4. Wastewater Department</b><br>a. Superintendent update  | Sewer Superintendent Ed Cox reported that Spaans Babcock and Sjordstrom are currently working on screw lift.  | No Action   |
| b. 806 West 5th - Lateral Separation Update  | No letters of agreement have been received from either home owner.  | Adm. Blackert will send letters to both homeowners. |
| <b>5. Electric Department</b><br>a. Avenue A Substation Engineering Update   | Electrical Director Dick Simon is meeting with BHM next week. He will be presenting cost estimates for the Avenue A substation.   | No action   |
| b. Generator #5 Update   | Director Simon presented the invoice from Altorfer for work on Generator #5. Altorfer is still working with Caterpillar to reduce the bill, Caterpillar's warranty only covered Cat parts.  | No action   |
| c. Renewable Energy Credits from Hydro Update  | The City produces energy credits by running the hydro plant. The credits are currently under \$6.00. The committee had set the minimum selling price at either \$6.00 or \$7.00 each.   | No action   |
| c. The Butcher shop - bad underground wire update  | Director Simon reported that they have ran a new line to the service. There was discussion about future expansion of city services to the facility.   | No action   |
| Easement for Fiber Building & Easement for Schmitt property extension Update   | Director Simon informed the committee that they are still working on the easements for fiber and electric.  | No action   |
| <b>6. Fiber/Broadband Department</b><br>a. Update and review selection of ISP (Inside Plant) electronic vendors as proposed at 11/21/17 council meeting. Provide quote and recommendation for associated professional services | Broadband Supervisor Wayne Shafer reported that the inside plant RFQ went well, and the City will be working with Walker and Associates.  | No action   |
| b. Telecom Shelter WD Update   | Mr. Shafer reported that Electric is working on making this ready.  | No action   |
| c. Fire Suppression 1109 Update<br>d. Access Control/Security Update   | The Fire Suppression and Access control companies are moving ahead with the installations.  | No action   |
| e. Discuss ISPN support  | Mr. Shafer explained that ISPN offers 24/7 helpdesk support for fiber networks. A proposal was presented to the committee that had already been reviewed by the City Attorney. A motion was made by Mayor Wescott, and second by Alderman Kuhlemier to have the City attorney draft a resolution for the Council after setup charges have been negotiated.  | Motion carried                                      |
| f. Internet connectivity options   | The City is looking to connect at 10GBs to the east through IMBCA to Rochelle, and is looking at other 10GBs connections to the north and west. The circuits cost around \$7000 / month The typical contract is for 3 years. The system will be turning up with one connection for beta testing around late February.   | No action   |

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|---|---|------------------------|
| g. Schools & Libraries "E-Rate" Update  | Mr. Shafer reported that the City has filed the paperwork to be an eligible bidder to offer internet connectivity to the schools and library.   | No action              |
| h. Inform of requirement to purchase IP addresses for network and customer assignment | There is a new appliance available for \$30,000 that translates IPV6 to IPV4 addresses. The need for IPV4 is going to an issue for at least 5 more years. Mr. Shafer recommends purchasing IPV4 addresses rather than the equipment. Everything that is being deployed will be dual stack to handle both addressing systems. The cost would be nearly the same for 2000 addresses, and could be available in two weeks. | No action              |
| i. Fiber OSP (Outside Plant) RFP Update   | Magellan is finishing up the RFP for the fiber backbone. All responses will be back in January, and the decision will go to Council for approval early February. Construction will begin 30 days later.   | No action              |
| Long Term & FY 19 Capital Projects review and discussion                              | The committee discussed the CMOM 20 year plan for the sewer department along with other 3-5 year plans.   | No action              |
| Next Meeting Date & Time  | The next meeting will be held at the Electric Department on December 18 <sup>th</sup> , 2017  | No action              |
| Adjournment   | With nothing else for the good of the committee, the meeting was adjourned at 9:40am  | Meeting ends at 9:40am |

Chairman

