

Rock Falls Utility Committee  
City of Rock Falls Electric Department  
Industrial Park Road, Rock Falls  
Monday, January 29, 2018  
8:15 A.M.  
**AGENDA**

CALL TO ORDER

A. Roll Call

B. Review of Minutes from December 18, 2017 meeting

*ACTION REQUESTED:* Approve Minutes from December 18, 2017 meeting

C. Public Comment

**POLICY**

D. Policy Creation/Review

1. Review & Discuss the following Policies:

- a. C-5 Utility Business Practice
- b. C-6 Rate Setting Policy
- c. CS-1 Privacy Policy
- d. CS-2 Procedures Manual Governing Utility Service
- e. E-1 Electric Distribution System
- f. E-2 Electric Generation System
- g. F-1 FiberNet System
- h. W-1 Water Delivery System
- i. WW-1 Wastewater System

*ACTION REQUESTED:* Approve Policies as presented and recommend all policies approved to date by Utilities Committee, for approval to Council.

**MANAGEMENT/STRATEGY/CAPITAL PROJECTS**

E. New Business

**1. Utility Office**

- a. Superintendent update
- b. Write-offs

*ACTION REQUESTED:* Approve writeoffs and recommend to Council for approval.

**2. Water Department**

- a. Superintendent update
- b. Review Filter Project quote

*ACTION REQUESTED:* Approve quote by Tom Rowzee and approve project at \$12,422.34.

**3. Wastewater Department**

- a. Superintendent update
- b. Septic Rate Increase

*ACTION REQUESTED:* Approve recommended septic rate and send to Finance Committee for approval.

**4. Electric Department**

- a. Review Samsara GPS system for vehicles
- b. Avenue A Substation Review

- c. Easements
  - 1. Fiber Building
  - 2. Schmitt Property
  - 3. Avenue A Substation
- d. Review Bid for Fiber building north of Water Depart
- e. Purchase Power Adjustment

**5. Fiber/Broadband Department**

- a. Review RFPv2 bid from PirTano Construction

*ACTION REQUESTED:* Approve bid submitted by PirTano Construction 1766 Armitage Court, Addison, IL 60101 in the amount of \$1,925,330.47. Recommend award of contract to PirTano to City Council.

- b. ISP Deployment – Sole Source

*ACTION REQUESTED:* Approve Walker & Associates, 7129 Old Highway 52 N, Welcome, NC 27374 for \$241,988.04 as a Sole Source provider. Recommend approval to City Council.

- c. Discussion on spending limits
- d. Superintendent Report & Updates

**6. IDNR Lease Agreement Review**

*ACTION REQUESTED:* Recommend approval of Lease Agreement with IDNR to City Council.

F. Next Meeting Date & Time

G. Committee Member Items

H. Adjournment

**INFORMATION ITEMS**

The following items are presented as information only:

February 2018 Calendar

Budget vs. Actual Summary

Fiscal Year to Date Billed Utility Totals

Department Head Monthly Reports

Reliability & Hydro generation report

Accounts Receivable Report

Collection Report

The City of Rock Falls is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with Disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in the meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Mark Searing, ADA Coordinator, at 1-815-622-1108; promptly to allow the City of Rock Falls to make reasonable accommodations within 48 hours of the scheduled meeting.