



City of Rock Falls Utilities Committee Meeting Minutes

Date: 10-22-2018

Time Meeting Started: 8:15am

Time Meeting Ended: 10:28am

Members		Also Attended	
Alderman Schuneman – Chairman	p	Ted Padilla	p
Alderman Kuhlemier	p	Ed Cox	p
Alderman Logan		Dick Simon	p
Mayor Wescott	p	Wayne Shafer	p
Shane Brown	p	Diane Hatfield	p
Tom Myers	p	Eric Arduini	p
Kim Groharing	p	Adm. Blackert	p
		Tim Graeb - Redzone	p
		Bill Stickel	P
		Atty. Jim Reese	P
		Atty. Matt Cole	P

Topic	Discussion	Plan of Action
CALL TO ORDER A. Roll Call	Meeting was called to order at 8:15am	Meeting begins at 8:15am
B. Review of Minutes from September 24, 2018 meeting	A motion was made by Shane Brown, and second by Kim Groharing approve Minutes from September 24, 2018 meeting.	Motion carried
C. Public Comment/Resident Issues 1. Bill Stickel - Industrial Park Property Sewer Connection	Mr. Stickel purchased a building on Industrial Park Road that is on septic. The City Code requires that all buildings in the city need to be on city water and sewer services upon failure or sale. Due to the high water table in the area, it will be a large job involving a lot of dewatering. There are some other options to comply. The committee discussed the situation, and the fines already levied against Mr. Stickel for non-compliance. A motion was made by Alderman Kuhlemier, and second by Shane Brown to allow Mr. Stickel to work with Robbin Blackert, and Ed Cox on the issue, and to suspend the administrative hearing action.	Vote: 6 aye Motion carried
2. Pageloff · 1507 W Rock Falls Rd # 16 -- Water Leak	A trailer at 1507 West Rock Falls road used 87 units of water in September, and 180 units in October. After many attempts to contact the customer, they said they had a leak in their toilet, and they want to work out a payment arrangement. Nothing has been paid yet. The owner of the land that the trailer is on was not renting, but selling on contract. This trailer was previously off of city services for over a year. A motion was made by Mayor Wescott, and second by Alderman Kuhlemier to direct the City Attorney to draft ordinances allowing department heads to disconnect the service in situations like this, and to add responsibility to the land owner for these issues on their property.	Vote: 6 aye Motion Carried
POLICY / EDUCATION		
Presentation by RedZone	Tim Graeb from RedZone Robotics gave a presentation to the committee demonstrating the use of their camera robots in the sewer system. The company can camera, and evaluate the entire City sewer system in one year. The process will also provide a layer to the city to add to the City's GIS system. A management program is offered that let the city easily locate a line and see the video from that line. This will mark laterals, but will not be inspecting them. The contract is for 5 years, it offers one license with unlimited users. The information is not in a proprietary format, so the City will retain all of the data if it separates with RedZone after the contract period.	No action

MANAGEMENT/STRATEGY /CAPITAL PROJECTS		
1. Utility Office a. Write Offs -- July - September 2018	Diane Hatfield reviewed the quarterly write-offs with the committee. There was discussion about liens, and foreclosures which are hard to collect without expending lots of attorney fees. A motion was made by Kim Groharing, and second by Shane Brown to recommend the write-offs to the Finance Committee for approval.	Vote: 6 aye Motion Carried – To Finance
2. Water Department b. Service issue at 617 East 4th Street	Ted Padilla informed the committee that the Water Department discovered in the old maps a lead service line at this address. There was discussion about lead goosenecks that were used in the past that may also be in the system. The EPA will require by the end of the year that if any lead line is replaced, the entire system to the home must be replaced to avoid contamination. The City may need to work on an agreement to allow the City to hire a plumber to go onto private property.	No action
3. Wastewater Department a. Superintendent update	Mr. Cox reported that two of the filter bank cloths have been changed out. One is left to be replaced. Lakeside has visited the plant and may begin working on bearings and gearbox for the current screw lifts.	No action
4. Electric Department a Review & discuss Bid Tab for hydro transformer	Dick Simon presented a bid tab for the replacement of three transformers. One transformer at the Hydro Plant, and two at the Avenue A substation. A motion was made by Shane Brown, and second by Tom Myers to approve the low bid from WEG Transformers USA Inc., One Pauwels Drive, Washington, MO 63090-1134 in the amount of \$121,230.10	Vote: 6 aye Motion Carried – To Council
5. Fiber/Broadband Department a. Superintendent Report & Updates	Wayne Shafer reported that Fibernet Construction is finished. They will begin pulling fiber and splicing. The ISP alarms are working, and subscriber analytics are being installed. The yard signs are out, and the kiosk is ready to be installed at City Hall.	No action
b. Review & discuss marketing proposals	Mr. Shafer presented analysis of the proposals from three marketing companies. After discussion concerning signups, future bonding, and buildout timing, a motion was made by Alderman Kuhlemier, and second by Mayor Wescott to engage MindFire for Fibernet marketing not to exceed \$15,000.	Vote: 6 aye Motion Carried
6. Other Action a. Update on Sweitzer lateral.	After discussion about the unresolved sewer lateral, the committee would like to have our attorney reach out to the Sweitzers to find out if their neighbor has signed the agreement. Without an agreement or work progressing, the City will need to terminate service to the residence.	No action
b. Eric Arduini - Review Agreement with IDNR for Aerial Electric Line	Eric Arduini explained that IDNR Lease no. 3096 is for an electric line that crosses the canal at 11 th Street. A motion to approve the authorization of signing the lease was made by Shane Brown, and second by Kim Groharing.	Vote: 6 aye Motion Carried- To Council
c. Bill Wescott - Dates for APPA Governance training.	Mayor Wescott would like Hometown Connections to host a governance class with members of the Utilities Committee, Aldermen, City officials, and also invite other IMEA communities who are interested. He will work with Megan to secure a date in December or January.	No action
E. Next Meeting Date & Time	The next meeting will be held on November 19 th 2018 at the Electric Department at 8:15am.	Meeting 11-19-2018
F. Adjournment	With nothing else for the good of the committee, the meeting was adjourned at 10:28am	Meeting ends at 10:28am



Committee Chairman