



City of Rock Falls Utilities Committee Meeting Minutes

Date: 11-19-2018


Time Meeting Started: 8:15am

Time Meeting Ended: 9:45am

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		Diane Hatfield	p
Tom Myers	p	Eric Arduini	p
Kim Groharing	p	Adm. Blackert	p
		Jim Reese	p
		Matt Cole	p

Topic	Discussion	Plan of Action
CALL TO ORDER A.Roll Call	Meeting was called to order	Meeting begins at 8:15am
B.Review of Minutes from October 22, 2018 meeting	A motion to approve the minutes as presented was made by Alderman Kuhlemier, and second by Tom Myers.	Motion Carried Minutes approved.
C. Public Comment/Resident Issues	None	No action
MANAGEMENT/STRATEGY/CAPITAL PROJECTS		
1.Utility Office a.Superintendent Update	Diane Hatfield explained the rules for cutoffs in the cold weather. The Utility Office keeps records of the NWS 24 hour forecasts. Landlords are informed if their properties will be cut.	No action
2. Water Department a.Superintendent update b.Meter Pits	Ted Padilla explained that meter pits are often not upgraded as the regular service meters are because they have a tendency to leak after they are tampered with. Due to the issues with meter pits he would like to see an ordinance drafted requiring these meters be moved into the house. A motion was made by Alderman Kuhlemier and second by Kim Groharing to have the City Attorney draft an ordinance to be reviewed by the Ordinance Committee concerning meter pits being moved into the house upon failure or sale of the house.	Motion carried
c.Galvanized Steel Service Lines	Mr. Padilla informed the committee that galvanized steel water lines are hard to reconnect to when they fail because they get pitted and deteriorate. He presented a sample ordinance from the City of Evanston Illinois which he would like to see put on the books in Rock Falls. This requires upon failure, or sale, the service lines be changed from the service box to the meter if they are galvanized. A motion was made by Alderman Kuhlemier, and second by Tom Myers to have the City Attorney draft an ordinance to be reviewed by the Ordinance Committee concerning galvanized service lines be replaced upon failure or sale of the house.	Motion carried
d.Review and discuss Willett Hofmann & Associates Engineering Services Agreement for Water 3rd Avenue Project.	City Administrator Robbin Blackert explained that the Water Department's portion of the engineering agreement would be around \$19,000. The Water Department will be looking for an IEPA loan to help with the project. A motion was made by Kim Groharing, and second by Alderman Kuhlemier to forward the agreement to the Public Property Committee for approval.	Motion Carried – To Public Property
3.Wastewater Department a.Superintendent update	Ed Cox reported that the plant is running well. All of the tertiary cloths have now been replaced.	No action

b. Review and discuss Lakeside Replacement of 1 Bearing Assembly & 1 Pump Drive Assembly on both the Secondary and Primary Screw lifts.	Mr. Cox reported that the rubber inserts on the screw pump couplings were misaligned, and now deteriorated. One secondary screw has a bearing that has gone bad, and is under warranty. It can take 30 – 90 day to receive a new bearing because they are made in the Netherlands. The gearbox was shimmed by Sjordstrom after Spaans gave them direction to do so. Lakeside reports that they can provide a new gearbox and bearing. They will not produce them without a purchase order. A motion was made by Alderman Kuhlemier, and second by Kim Groharing for the purchase of Bearing Assemblies and two Pump Drive Assemblies from Lakeside Equipment Corporation, 1022 Devon Ave, P.O. Box 8448, Bartlett, IL 60103 totaling \$101,000 and installation not to exceed \$40,000.	Vote: 4 aye motion carried To Council
4. Electric Department a. Superintendent Update	Dick Simon reported that the underground project on Sycamore / Thomas Street is almost done. The hydro produced its lowest month in a while due to high water. There is a piece of underground that will be replaced near 7 th Avenue and 12 th Street an RFP for boring this project is out currently, and he hopes to have it finished before the ground is frozen.	No action
b. Review and discuss purchase of pre-owned dump truck.	Mr. Simon reported that he is looking to replace the dump truck that was sold at the auction. It is used for hauling material raked out of the hydro. The truck will get beat up with trees being thrown in it for disposal. There was discussion to find a repository for used State trucks. A motion was made by Alderman Kuhlemier, and second by Tom Myers to recommend to Council the purchase of a pre-owned dump truck not to exceed \$60,000.	Motion carried - To Council
5. Fiber/Broadband Department a. Superintendent report & updates	Wayne Shafer reported that the buildout is on schedule. Signups are at 107. Businesses will be coming online still in November. Equipment is in place for the first 40 installs. Mr. Shafer will be working with schools, and the E-rate service to provide connectivity to the schools.	No action
b. Discussion of Fiberhood buildout process c. Discussion of Installation Process Preferred Installer/Installer List	There was much discussion about selecting contractors for deployment to the fiberhoods for outside install of fiber, and inside installs of the ONT. The committee would like to use local contractors for the installs. Bids will go out, and the department would like to negotiate with vendors for overflow installs. At least one contractor has mentioned being part of the sales for businesses if they may then also get the install work.	No Action
d. Marketing Update - Kiosk demonstration	Mr. Shafer stated that FiberNet has begun working with Mind Fire, and they will begin targeting 5-6 fiberhoods to market to. The kiosk that will be moved to City Hall was presented.	No action
6. Other Action a. Update on Sweitzer lateral - City Attorney	Attorney Reese has sent an agreement to the Sweitzers. The neighbors never signed the agreement prepared by the Sweitzer's lawyer. The lateral will have to be replaced upon any failure, sale of either residence, or in five years. A motion was made by Alderman Kuhlemier, and second by Mayor Wescott to have the agreement be brought to the City Council for approval after it is signed.	Vote: 5 aye motion carried.
b. Review and discussion FY20 Capital Plan	The committee reviewed and discussed the capital plan. There was much discussion about the Sewer department using the Red Zone service.	The Red Zone service will come back to the next meeting with a quote for the whole city without manholes.
c. Bill Wescott - Update on APPA Governance training.	Mayor Wescott has set up the training to be held at the Electric Department with lunch on January 18 th , 2018.	No action
F. Committee Member Items	The APPA legislative rally will be on February 25 th , 26 th , and 27 th in Washington DC. Committee members are encouraged to let Dick Simon know if they intend to attend.	No action
H. Adjournment	With nothing else for the good of the committee, the meeting was adjourned at 9:45am.	Meeting ends at 9:45am

 Committee Chairman