

# City of Rock Falls

## Utilities Committee Meeting Minutes

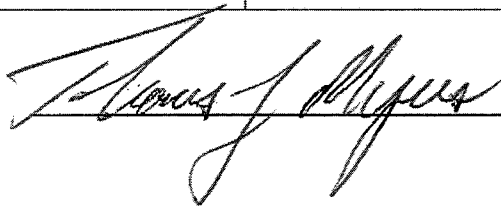
Date: 5/24/2021      Time Meeting Started: 8:15 am      Time Meeting Ended: 10:20 am

Members		Also Attended	
Tom Myers - Chairman	X	Ted Padilla	X
Alderman Snow-Vice Chairman	X	Ed Cox	X
Alderman Wangelin	X	Dick Simon	X
Alderman Dowd	X	Wayne Shafer	X
Mayor Kleckler	A	Diane Hatfield	X
Shane Brown	X	Administrator Blackert	X
Kim Groharing	X	Matt Cole - City Attorney	X

Ordinance/Topic	Discussion	Plan of Action
CALL TO ORDER	<ul style="list-style-type: none"> <li>With a quorum present, the meeting was called to order at 8:15 am</li> </ul>	Meeting begin at 8:15 am
ELECTION OF OFFICERS	<ul style="list-style-type: none"> <li>A motion was made by Shane Brown and a second by Alderman Snow for the nomination and election of Utility Committee Chairman Tom Myers</li> <li>A motion was made by Alderman Snow and a second by Alderman Dowd for the nomination and election of Utility Committee Vice Chairman Alderman Snow</li> </ul>	Motions carried unanimously
Review of Minutes from April 26, 2021 meeting	<ul style="list-style-type: none"> <li>A motion was made by Alderman Wangelin and a second by Shane Brown to approve the minutes of the April 26, 2021 meeting.</li> </ul>	Motion carried, minutes approved
Utilities Office: Superintendent Update	<ul style="list-style-type: none"> <li>Diane Hatfield reported that the State of Illinois accounts are virtually caught up now. At one time these accounts were over a year behind in payment.</li> <li>Starting on June 1<sup>st</sup>, for a second disconnection within three years a security deposit will be enforced. This was not being enforced during the pandemic.</li> </ul>	No Action
Utilities Office: Procedures Manual Governing Utility Service	<ul style="list-style-type: none"> <li>Diane Hatfield requested approval of change to new cycle 2 billing date to final day of the month from the first day of the following month. A motion was made by Alderman Snow and a second by Kim Groharing to approve change to Procedures Manual Governing Utility Service and forward to City Council for approval.</li> </ul>	Motion carried, to City Council
Water Department: Superintendent Update	<ul style="list-style-type: none"> <li>Ted Padilla reported work on Ave C is complete.</li> <li>A flow test has been scheduled for the Walmart area in the middle of June.</li> <li>Work to move hydrant at E 2<sup>nd</sup> St &amp; 1<sup>st</sup> Ave will begin middle of June</li> <li>Department continues to be busy with locates for SurfAir</li> </ul>	No Action

Wastewater Department: Superintendent Update	<ul style="list-style-type: none"> <li>• Ed Cox reported work to replace bearing at plant is scheduled for middle of June</li> <li>• Work on Route 40 to replace manhole will start this week</li> <li>• Discovery of a combined sewer line between 607 &amp; 609 W 9<sup>th</sup> St-this may become an issue</li> <li>• Purchased backhoe is in transit</li> <li>• Expecting higher maintenance due to the age of the sewer plant.</li> </ul>	No Action
Wastewater Department: Rock River Watershed Group	<ul style="list-style-type: none"> <li>• Ed Cox reported the Rock River Watershed Group is in the data collection stage.</li> </ul>	No Action
Wastewater Department: Vactor	<ul style="list-style-type: none"> <li>• Ed Cox requested permission to get cost of new Vactor truck. An option might be that the old Vactor truck be transferred to Water Department. A motion was made by Alderman Snow and a second by Alderman Wangelin.</li> </ul>	Motion carried
Electric Department: Superintendent Update	<ul style="list-style-type: none"> <li>• Dick Simon reported a few outages this month due to squirrels and tree limbs.</li> </ul>	No Action
Electric Department: Hydro Maintenance Update	<ul style="list-style-type: none"> <li>• Dick Simon reported hydro is running well.</li> <li>• Concrete for transformer pad should be done by end of the week.</li> <li>• Maintenance and unit 2 is going a little slower than expected.</li> </ul>	No Action
Electric Department: SCADA Contract with Survalent Technology Inc	<ul style="list-style-type: none"> <li>• Dick Simon requested approval of support contract with Survalent Technology Inc. A motion was made by Alderman Snow and a second by Shane Brown to approval 1 year SCADA support contract with Survalent Technology Inc in the amount of \$18,501 and forward to City Council for approval.</li> </ul>	Motion carried unanimously, to City Council
Electric Department: Extended Coverage Quote from Caterpillar	<ul style="list-style-type: none"> <li>• Dick Simon requested approval of quote from Caterpillar. A motion was made by Alderman Snow and a second by Kim Groharing to approve 5 year Extended Coverage quote from Caterpillar in the amount of \$37,040 for Gen Sets and forward to City Council for approval.</li> </ul>	Motion carried unanimously, to City Council
Fiber/Broadband: Update	<ul style="list-style-type: none"> <li>• Wayne Shafer reported the build out continues. A new contractor has been secured to help with work. Both crews have 1400 roof tops each and it is hoped to be done by the middle of September.</li> </ul>	No Action
City Attorney: Updates	<ul style="list-style-type: none"> <li>• Well to City Connections--Matt Cole reported two of the connections have until June 7<sup>th</sup> to comply. At that time the City can do the work and charge the customer.</li> <li>• Rock Falls Apartments--there is an Appellate Court hearing this Friday.</li> <li>• Industrial Rd--Hearing set for July 26<sup>th</sup>.</li> </ul>	No Action
Utility Manager: Resignation of Ed Cox as Wastewater Superintendent	<ul style="list-style-type: none"> <li>• Robbin Blackert requested the acceptance of the resignation of Ed Cox. A motion was made by Kim Groharing and Alderman Snow to accept the resignation of Ed Cox as Wastewater Superintendent.</li> </ul>	Motion carried, to City Council

Utility Manager: Wastewater Superintendent Job Description	<ul style="list-style-type: none"> <li>Robbin Blackert requested the acceptance of the revised Wastewater Superintendent job description. A motion was made by Alderman Snow and a second by Alderman Wangelin to accept the revised Wastewater Superintendent job description and revised succession plan and forward to Personnel Committee.</li> </ul>	Motion carried, to OLPS Committee
Utility Manager: Electric Department Budget	<ul style="list-style-type: none"> <li>Robbin Blackert requested approval of revised Electric Department budget due to no rate increase. A motion was made by Alderman Snow and a second by Kim Groharing to approve the revised Electric Department budget and forward to Finance Committee.</li> </ul>	Motion carried unanimously, to Finance Committee
Utility Manager: Discussion of Utilities Committee Meetings	<ul style="list-style-type: none"> <li>The Committee decided no change to meeting date or time was necessary.</li> </ul>	No Action
Utility Manager: Legislation Update	<ul style="list-style-type: none"> <li>Robbin Blackert and Dick Simon gave an overview of proposed changes to legislation that would affect the City.</li> </ul>	No Action
Utility Manager: Electric Utility Basics 4 <sup>th</sup> Edition books	<ul style="list-style-type: none"> <li>Robbin Blackert will get copies of the Electric Utility Basics 4<sup>th</sup> Edition books for Utilities Committee members.</li> </ul>	No Action
Utility Manager: Code Red	<ul style="list-style-type: none"> <li>Robbin Blackert reported the City will be getting Code Red notification system.</li> </ul>	No Action
Next Meeting Date & Time	<ul style="list-style-type: none"> <li>The next meeting will be held on June 28, 2021 at 8:15 am in Council Chambers</li> </ul>	No Action
Adjournment	<ul style="list-style-type: none"> <li>With nothing else for the good of the committee, the meeting was adjourned at 10:20 am</li> </ul>	Meeting ends at 10:20 am



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Committee Chairman