



# City of Rock Falls

## Utilities Committee Meeting Minutes

Date: 2/27/2023/2023


Time Meeting Started: 8:15 am

Time Meeting Ended: 10:00 am

| Members                     |   | Also Attended             |   |
|-----------------------------|---|---------------------------|---|
| Tom Myers - Chairman        | A | Ted Padilla               | X |
| Alderman Snow-Vice Chairman | A | Matt Trotter              | X |
| Alderman Wangelin           | X | Dick Simon                | A |
| Alderman Dowd               | X | Diane Shepherd            | X |
| Mayor Kleckler              | X | Administrator Blackert    | X |
| Shane Brown                 | X | Matt Cole - City Attorney | X |
| Kim Groharing               | X | Larry Hanrahan            | 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         |
| Review of Minutes from January 23, 2023 meeting           | <ul style="list-style-type: none"> <li>A motion was made by Alderman Wangelin and a second by Kim Groharing to approve the minutes of the January 23, 2023 meeting.</li> </ul>  | Motion carried, minutes approved |
| Utility Office: Charge Back Fees                          | <ul style="list-style-type: none"> <li>Diane Shepherd reported on the chargeback fees being assessed by MSB-Nexus through the new Customer Portal. A motion was made by Alderman Wangelin and a second by Alderman Dowd to approve passing on the \$12 chargeback fee to the customer when applicable.</li> </ul>                     | Motion carried                   |
| Utility Office: 1310 9 <sup>th</sup> Ave                  | <ul style="list-style-type: none"> <li>Diane Shepherd presented facts of the excessive water usage at 1310 9<sup>th</sup> Ave. A motion was made by Alderman Dowd and a second by Alderman Wangelin to deny any additional credit.</li> </ul>   | Motion carried                   |
| Utility Office: 315 E 8 <sup>th</sup> St                  | <ul style="list-style-type: none"> <li>Diane Shepherd presented facts of the excessive water usage at 315 E 8<sup>th</sup> St. Nancy Lauts (customer) spoke concerning issue. A motion was by Alderman Wangelin and a second by Alderman Dowd to approve an additional \$1,200 credit to be split between water and sewer.</li> </ul> | Motion carried                   |
| Utility Office: 1207 Avenue A-Well to City                | <ul style="list-style-type: none"> <li>There was some discussion on how to proceed with enforcement of well to city hook up with the passing of Penny Murray.</li> </ul>  | No Action                        |
| Water Department: Superintendent Update                   | <ul style="list-style-type: none"> <li>Ted Padilla reported that Andrew Tribley is the new Assistant for the department. Training continues with two employees passing their CDL test.</li> <li>Restoration continues with latest construction sites.</li> </ul>  | No Action                        |
| Water Department: EPA Regulations for Lead Water Services | <ul style="list-style-type: none"> <li>Ted Padilla updated the Committee as to where the City stands with the latest regulation changes. There was discussion on options of how to proceed.</li> </ul>  | No Action                        |
| Wastewater Department: Superintendent Update              | <ul style="list-style-type: none"> <li>Matt Trotter reported tree trimming and removal of trees continues.</li> <li>The permit for the sewer hook up at Riverside MHP is in place and work should start soon with a completion by middle to late summer. Tovia will notify residents of the sewer fees.</li> </ul>                    | No Action                        |

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| Wastewater Department:<br>Replacement of aerator bearing a shaft | <ul style="list-style-type: none"> <li>• Matt Trotter presented proposal from DPS for replacement of oxidation ditch aerator bearing and shaft replacement. A motion was made by Alderman Wangelin and a second by Alderman Dowd to approve recommending to City Council to waive bid and authorize the approval of proposal by DPS Equipment Services, Inc. of PO Box 55, Caledonia, IL 61011 to furnish labor and material necessary to replace 21 end bearings on 11 Orbal shafts in the oxidation ditch in the amount of \$110,000.</li> </ul> | Motion carried, to City Council |
| Electric Department:<br>Superintendent Update                    | <ul style="list-style-type: none"> <li>• Larry Hanrahan reported maintenance continues as usual.</li> <li>• Work continues on hiring replacement for Jeff Tupper.</li> <li>• Turbine Pros will be coming next week to assess shut down needs.</li> <li>• Stop light (traffic) cameras have been installed.</li> </ul>  | No Action                       |
| Electric Department:<br>UFS Rate Study Proposal                  | <ul style="list-style-type: none"> <li>• Larry Hanrahan reviewed the UFS Rate Study proposal. A motion was made by Alderman Wangelin and a second by Alderman Dowd to approve Rate Study proposal in the amount of \$31,000 from Utility Finance Solutions, LLC of 185 Sun Meadow Court, Holland, MI 49424 and forward to City Council.</li> </ul>   | Motion carried, to City Council |
| City Attorney:<br>Schutz Easement                                | <ul style="list-style-type: none"> <li>• Matt Cole and Larry Hanrahan presented the recommended utility easement on Schutz property. A motion was made by Shane Brown and a second by Alderman Wangelin to approve the acquisition of utility easement with Virginia Schutz at a cost of \$25,000 and send to City Council for approval.</li> </ul>  | Motion carried, to City Council |
| Utility Manager:<br>Updates                                      | <ul style="list-style-type: none"> <li>• Robbin Blackert reported on the APPA National Conference in Seattle in June. If anyone is interested in attending, please contact her as soon as possible.</li> </ul>   | No Action                       |
| Next Meeting Date & Time   | <ul style="list-style-type: none"> <li>• The next meeting will be held on March 27, 2023 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 10:00 am</li> </ul>   | Meeting ends at 10:00 am        |



Committee Chairman