

# City of Rock Falls

## Utilities Committee Meeting Minutes

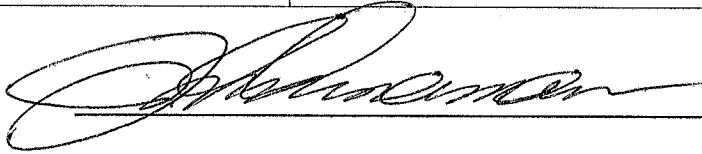
Date: 1/27/2020      Time Meeting Started: 8:15 am      Time Meeting Ended: 9:50 am

Members		Also Attended	
Alderman Schuneman - Chairman	x	Ted Padilla	x
Alderman Kuhlemier	x	Ed Cox	late x
Alderman Wangelin	x	Dick Simon	x
Mayor Wescott	x	Wayne Shafer	x
Shane Brown	x	Diane Hatfield	x
Tom Myers	x	Administrator Blackert	x
Kim Groharing	x	Matt Cole - City Attorney	x
		Joey Shuman	x
X-Attended A-Absent			

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
Public Comment	<ul style="list-style-type: none"> <li>Joey Shuman asked for concessions concerning 533 W 18<sup>th</sup> St. A motion was made by Mayor Wescott and a second by Alderman Wangelin to write off \$1,360.92 in capital debt and improvement charges and have Mr. Shuman pay \$450 for the filing of the three lien releases.</li> </ul>	Motion carried
Review of Minutes from December 19, 2019 meeting	<ul style="list-style-type: none"> <li>A motion was made by Shane Brown and a second by Tom Myers to approve the minutes of the December 19, 2019 meeting.</li> </ul>	Motion carried, minutes approved
Utilities Office: Write-Offs for 10/1/2019 thru 12/31/2019	<ul style="list-style-type: none"> <li>Diane Hatfield presented write-offs for 10/1/2019 thru 12/31/2019. A motion was made by Alderman Wangelin and a second by Kim Groharing to approve write-offs in the amount of \$17,620.31 and send to Finance Committee.</li> </ul>	Motion carried, To Finance Committee
Water Department: Update	<ul style="list-style-type: none"> <li>Ted Padilla reported all is going well aside from a few main breaks.</li> <li>Department is back to 100% employment.</li> <li>Switch gear parts are on rush order.</li> </ul>	No Action
Water Department: 617 East 4 <sup>th</sup> St-Lead Service Line Form	<ul style="list-style-type: none"> <li>Ted Padilla reviewed the form. A motion was made by Tom Myers and a second by Alderman Kuhlemier to have legal draw up form to be recordable and made part of policy.</li> </ul>	Motion carried, To Legal
Water Department: Well to City Updates	<ul style="list-style-type: none"> <li>Matt Cole reported the following: 1207 Ave A-Court date of March 3<sup>rd</sup> 2002 13<sup>th</sup> Ave-Complaint to be served this week 211 E 7<sup>th</sup> St-Weather delays with deadline of May 1<sup>st</sup> A motion was made by Mayor Wescott and a second by Alderman Kuhlemier to start legal action if deadline is not met.</li> </ul>	Motion carried, To Legal

Wastewater Department: Updates	<ul style="list-style-type: none"> <li>• Ed Cox reported upper and lower bearings are being installed today.</li> <li>• Red Zone is working on a small problem</li> <li>• New employee has been hired pending physical and drug test</li> <li>• Sink hole occurred this weekend in the 200 block of E 8<sup>th</sup> St-an emergency repair is necessary</li> </ul>	No Action
Wastewater Department: 2103 Industrial Park Rd	<ul style="list-style-type: none"> <li>• Matt Cole reported that there is a court hearing today and most likely will get summary judgment which should make things move quickly to be resolved by late spring</li> </ul>	No Action
Electric Department: Department Update	<ul style="list-style-type: none"> <li>• Dick Simon reported Hydro plant is running well.</li> <li>• Matt Cole reported he has been in contact with attorneys for Rock Falls Apartments (Civic Plaza II) concerning electrical repairs. Committee directed him to get with Mark Searing to work on a timeline for work to be completed within two years. He will report back to Committee next month.</li> </ul>	No Action
Electric Department: Avenue A Substation Update	<ul style="list-style-type: none"> <li>• Dick Simon reported on meeting with Tri-City Electric last week. Everything is moving along and will start to move fast.</li> <li>• Transformer should hit production line by the end of February and delivery to us by the end of May.</li> <li>• After a trip to inspect the switch gear, there was a small punch list of items to address. Mr. Simon says he was very impressed and excited about the company</li> </ul>	No Action
Fiber/Broadband Department	<ul style="list-style-type: none"> <li>• Wayne Shafer reported a little increase in signups and have received more phone calls inquiring when hook up could happen.</li> <li>• There were 34 cold call visits to businesses which resulted in 3 sign ups.</li> <li>• Work is continuing to bring the drop cost down.</li> <li>• School bids are in the process of going out for next school year.</li> <li>• Exploring the possibility of partnerships with two possibly three different companies to aid in the build out process. Will keep committee members up to date via email during this next month.</li> <li>• Rise Broadband possibly will give 60 day notice soon. Hopefully the City can pick up the vacated business.</li> </ul>	No action
Capital Budget Review	<ul style="list-style-type: none"> <li>• Robbin Blackert reported no changes from last month's meeting in the Capital Budgets. A motion was made by Alderman Wangelin and a second by Mayor Wescott to approve and send to Finance Committee.</li> </ul>	Motion carried, To Finance
Benchmarking/ Succession Planning	<ul style="list-style-type: none"> <li>• Robbin Blackert reported Benchmarking is moving along and should have something for next month's meeting</li> <li>• Succession Plan for Water Superintendent is complete. Shane Brown suggested the job description be updated as well.</li> <li>• Revenue/expenses budget vs actuals look good at this time.</li> </ul>	No Action
APPA Training	<ul style="list-style-type: none"> <li>• Mayor Wescott reported that a one day training for Electric Utilities 101 is currently being scheduled.</li> </ul>	No Action

Next Meeting Date & Time	<ul style="list-style-type: none"><li>The next meeting will be held on February 18th at 8:15 am</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 9:50 am</li></ul>	Meeting ends at 9:50 am



Committee Chairman