City of Rock Falls
Utilities Committee Meeting Minutes

Date: 02/22/2019 Time Meeting Started: 8:15am Time Meeting Ended: 9:49am

Members		Also Attended	
Alderman Schuneman – Chairman	p	Ted Padilla	p
Alderman Kuhlemier	p	Ed Cox	p
Alderman Wangelin	p	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

Topic	Discussion	Plan of Action
CALL TO ORDER	With a quorum present, the meeting was called to order at 8:15am	Meeting begins at 8:15am
Review of Minutes from December 17, 2019 meeting	A motion was made by Mayor Wescott, and second by Tom Myers to approve the minutes of the December 17th, 2019 meeting.	Motion carried, minutes approved.
Utility Office: Review and discuss customer write-offs	A motion was made by Alderman Kuhlemier, and second by Alderman Wangelin to approve the write-offs as presented. These have already been approved by the Finance Committee.	Motion carried, to Council for approval.
Review and discuss customer deposits	Diane Hatfield explained that when customers are two months behind, and get cut, the deposits do not cover the costs of the unpaid balances. Ms. Hatfield explain the current tiered system for determining the deposit amount. The tiers are determined by Experian credit scores. 2/3 of the deposits are in the lowest rated tier paying $150. A four tier system was presented with the highest rated tier not having to pay a deposit. After much discussion, a motion was made by Mayor Wescott, and second by Kim Groharing to table the item and compare the amount of deposits with other municipalities.	Motion carried, item tabled.
Water Department a. Superintendent update	Ted Padilla reported that they have been busy in the bad weather with water main breaks, and helping plow snow. Alderman Schuneman thanks all in the Water Department for the work being out in the weather.	No action
3. Wastewater Department a. Superintendent update	Ed Cox reported that there were some furnace issues during the cold weather, and they are waiting on parts.	
b. Lakeside update & Spaans bearing update (current bearings)	A bad Spaans bearing that was identified months ago has arrived, and will be installed next week. Replacement Lakeside bearings will be delivered at the end of the month. Stanley Consultants are looking for contractors to proceed with the install. If the new bearings work the department can move forward in replacing all of them. The screw lifts that have been rubbing will be taken care of soon.	No action
c. Review and discuss proposal from RedZone Robotics, Inc. and request waiving of bidding	A proposal from Red Zone Robotics was presented to the committee. Another company has now entered this market, and a salesman visited with Robbin, and Ed. Their proposal was higher than Redzone, and until now all of the other companies would only camera the lines, and did not provide the analytics and GIS information. A motion was made by Alderman Kuhlemier, and second by Kim Groharing to recommend that the City Council waive the bidding process, and approve the proposal from RedZone Robotics Inc. Alderman Kuhlemier commented that this will help the city find all of the	Motion Carried, approve to council

	man holes in the 41 miles of sanitary system. The committee discussed the CMOM capital plan and the updates to the GIS system.	
d. 2103 Industrial Park Rd. Sewer Connection	The committee discussed the progress at the business. Since there has been no communication since the last meeting Ed Cox will draft a letter reminding the owner of the City's expectations, and ask for a status update. The letter will mention a mid-April timeframe.	No action
e. Professional Services Agreement - Supplemental Agreement No. 1 with Stanley Consultants – Lakeside bearing work	A motion was made by Tom Myers, and second by Shane Brown to approve Supplemental Agreement No. 1 with Stanley Consultants and forward to City Council for approval in the amount of $56,100.	Motion carried, To council
4. Electric Department a. Superintendent Update	Dick Simon reported that the hydro plant is running good. There has been some high water. There were a couple of big outages not caused by the City's equipment. He has asked the supplier for reports concerning both outages. Mayor Wescott said that stating the facts on social media was a good thing. He would like to see educational materials about the City utilities delivered in the bills. There was discussion about response time, and correction of outages,	No action
b. Review and discuss renewable energy credit pricing	The City had set the price to sell energy credits in 2017 at $6.30-$6.40. The prices never reached those levels, and none have been sold. The RECs are now priced between $5.25–$5.50. A motion was made by Alderman Kuhlemier, and second by Kim Groharing to sell the RECs (approximately 25,000) at $5.25 or higher. This is for the RECs produced in 2017, 2018, and 2019.	Motion Carried, To Council
c. Pole Attachment Agreement with Comcast	After 2 ½ years of work, a pole attachment agreement has been made with Comcast. Language has been added that the City wanted. There is a 2% increase to the agreement per year. A motion was made by Mayor Wescott, and second by Tom Myers to approve the pole attachment agreement and send it to Council for approval.	Motion Carried, To Council
5. Fiber/Broadband Department a. Superintendent Report and updates	Wayne Shafer reported that Fibernet has 230 signups. 21 customers are receiving service currently. The E-rate schools that will be using Fibernet are St. Andrews, East Coloma, and District 13. We are still waiting for RFHS. Drop costs to the premises are higher in this area than in other parts of the country. Pirtano had an issue come up, and they will be replacing two cabinets. An IP Address issue has been resolved for the residential customers. The kiosk is now set up at City Hall displaying the service, and antenna TV for the local channels. Employees at City Hall will be trained on how to demo the kiosk for customers. Town Hall Meetings for Fibernet will begin in April.	No action
b. Review and discuss Mindfire marketing plan and cost	A motion was made by Alderman Schuneman, and second by Tom Myers to approve the proposal by Mindfire Communications in the amount of $10,657.00.	Motion carried.
6. Other Action a. Review and Discussion of APPA Governance training.	The committee discussed the training that was held by the APPA. The committee would like to walk through a complete sign up for service, and the procedures toward a final bill. There was discussion about future training through the APPA.	No action
E. Next Meeting Date & Time	The next meeting will be held on March 22nd at 8:15am	Next meeting 03-22-2019
F. Committee Member Items	Mayor Wescott spoke on the Governor's budget speech. State Pensions will not be funded, $1.4B of new spending will happen, sports betting will be introduced, and the municipalities portion of the video gaming revenue will be reduced.	No action
H. Adjournment	With nothing else for the good of the committee, the meeting was adjourned at 9:49am	Meeting ends at 9:49am

J. Schuneman

Committee Chairman