



## City of Rock Falls Utilities Committee Meeting Minutes

Date: 04-23-2018

Time Meeting Started: 8:15am

Time Meeting Ended: 10:06am

Members		Also Attended	
Alderman Schuneman – Chairman	p	Ted Padilla	p
Alderman Kuhlemier	p	Ed Cox	p
Alderman Logan	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
		Kevin Gaden - IMEA	p
		Bob Childers - IMEA	p
		Paulette Sweitzer	P
		Darren Sweitzer	p

Topic	Discussion	Plan of Action
CALL TO ORDER A. Roll Call	The meeting was called to order, and the Committee introduced themselves	Meeting begins at 8:15am
B. Review of Minutes from March 26, 2018 meeting	A motion to approve the minutes was made by Alderman Logan, and second by Kim Groharing	Motion Carried, Minutes approved
C. Public Comment/Resident Issues 1. Resident Issues a. Paulette Sweitzer – 806 West 5th Street – Sewer Lateral Separation	Paulette and Darren Sweitzer approached the committee concerning the issue of their sewer lateral pipe being under, and connecting to their neighbor's house. They are asking for an extension as they have been unable to find the \$10,000 needed for the repair. They thanked the Committee for working with them. The committee discussed options with City Attorney Jim Reese. The issue is between these homeowners. To allow an extension, the Sweitzers would have to have an attorney draft an agreement between the homeowners that would be agreeable to the city. In the case of a failure of the line, or a change of ownership, the issue will need to be resolved immediately. A motion was made by Alderman Logan and second by Kuhlemier to have Atty. Reese draft a letter to the Sweitzers. The committee will work on a procedure for these issues going forward.	Motion carried, Atty. Reese will draft a letter to the Sweitzers with the Committee's decision.
b. Michael Hill – 600 East 2nd Street – Billing dispute	Mr. Hill was not present at the meeting. The committee reviewed the notes and plumber's bill that was dropped off at the Customer Service Office.	No action
D. Policy Creation/Review/Education 1. IMEA Presentation explaining Monthly Billing	Bob Childers and Kevin Gaden explained the bill from the IMEA to the City of Rock Falls. They added that Rock Falls is not typical, as we are one of only two communities (Peru) in the IMEA that own and operate hydroelectric facilities. The hydro produces around 16% of the energy used in Rock Falls. They gave a history of the coal generation plants in Trimble County Kentucky and Prairie State Energy Campus. There were discussions about future IMEA expenditures, bonds, and solar.	No action
1. Utility Office a. Superintendent update	Customer Service Superintendent Diane Hatfield informed the committee that the office is one clerk short.	No action
b. Review and discuss write-offs	A motion was made by Shane Brown, and second by Alderman Logan to approve the write-offs as presented for January 2018 – March 2018 and recommend to Finance Committee.	Motion carried, recommended to the Finance Committee
c. Sec 32-122 Bulk Purchasers of water; rates.	A motion was made by Alderman Kuhlemier, and second by Alderman Logan to approve the amendments to Sec 32-122 Bulk Purchaser of water; rates and recommend to Finance Committee.	Motion carried, recommended to the Finance Committee
2. Water Department a. Superintendent update	Water Superintendent Ted Padilla informed the committee that there are 3 projects underway.	No action
b. Project Approvals: 1. Ramp & Step Railing at Water Plant - \$11,735.60	A motion was made by Alderman Logan, and second by Alderman Kuhlemier to approve the Capital Projects below as presented.	Motion carried

quote from Hibbard Builders, Inc. P.O. Box 70, Rock Falls, IL 2. Thomas Street Relocate Watermain - \$6,000.	1. Ramp & Step Railing at Water Plant - \$11,735.60 quote from Hibbard Builders, Inc. P.O. Box 70, Rock Falls, IL 2. Thomas Street Relocate Watermain - \$6,000. This project was not budgeted, but needs to be done to allow enough separation from the new storm sewer being installed. City crews will be doing this work.	
3. Request to waive bidding on project. West 5th & 12th Avenue Valve Installation - \$30,000	A clamp in this intersection is not sealed correctly, and is leaking. Mr. Padilla will be hiring contractors. The intersection will be closed for excavation, and new EZ valves are to be installed the following day to fix the leak. A motion was made by Alderman Logan, and second by Kim Groharing to waive bidding process for the West 5th Street & 12th Avenue valve installation and recommend to Council.	Motion Carried Recommend to Council
3. Wastewater Department a. Superintendent update	Sewer Superintendent informed the committee that the plant is running well, The UV system will be turned on May 1 <sup>st</sup> for fecal season. A new bearing has been ordered for the screw lift – it is under warranty, but only lasted 500 hours. There was much discussion about the screw lifts. The ones installed were not the City's choice, but because of the loan type, had to be used. The bid opening for Thomas St. Stormwater Improvements will be held on Tuesday, May 1st at 10:00 am at City Hall	No action
4. Water/Wastewater Extension to Schmitt Addition a. Review financing of water & wastewater extension to Schmitt Addition	Administrator Blackert informed the committee about adding to the electric Avenue A substation bond issue to obtain funds to begin the sewer and water extensions to the Schmitt property. This will be discussed in Finance and Ordinance Committees. It will be around 4% interest, but it will not have the higher costs associated with the new steel regulations. A motion was made by Alderman Kuhlemier, and second by Alderman Logan to approve financing of water & wastewater extension to Schmitt Addition through tax exempt general obligation alternate revenue source bonds not to exceed \$1.2M for water & \$1.2M for wastewater.	Motion carried
5. Electric Department a. Superintendent Update	Electrical Director Dick Simon reported that there were 3 traffic accidents involving the electric system in the last month.	No action
b. Avenue A Substation Review	Work is continuing for the rebuild. Project documents from BHMG Engineers were reviewed by the Committee.	No action
c. Hydro Plant maintenance shutdown	Both units will be shut down for maintenance this year	No action
6. Fiber/Broadband Department a. Superintendent Report & Updates	Fiber Operations Manager Wayne Shafer informed the committee that the fiber connection to Rochelle is up. Fiber has been installed to the new shelter. Training will begin on the website later this week. The Pirtano installation is going well.	No action
b. Fiber OSP Engineering Agreement	A motion was made by Shane Brown, and second by Tom Myers to approve the engineering agreement with Tachyon Fiber Design, LLC, 4645 Boardwalk Dr, Evansville, IN in the amount of \$125,600 and recommend to Council.	Motion carried Recommend to Council
c. Fiber Records Management system agreement	A motion was made by Alderman Kuhlemier, and second by Kim Groharing for the approval of obtaining a Fiber Records Management system agreement with Tachyon Fiber Design, LLC in the amount of \$27,720 NRC and \$450 MRC and recommend to Council.	Motion carried Recommend to Council
d. Policy regarding wireless carrier interconnect requests (iFiber request)	Attorney Reese stated that the requests should go through the current service agent rather than the Utilities Committee. A motion was made by Kim Groharing, and second by Tom Myers to approve the policy to refer all wireless carrier interconnect requests (i.e. VerizonWireless, AT&T) within the City's operating area to Syndeo Networks.	Motion carried
7. Other Updates a. Baker Tilly – Benchmarking & Performance Metrics.	Administrator Blackert gave a handout to the committee to review for the next month. Baker Tilley will create benchmarks and performance metrics for Electric, Water, and Sewer Departments. Representatives from Baker Tilly will be at the May meeting.	No action
F. Next Meeting Date & Time	The next meeting was set for May 21 <sup>st</sup> at 8:15am	No action
G. Committee Member Items	Chairman Jim Schuneman is the proud new grandparent of triplets!	No action
H. Adjournment	With nothing else for the good of the Committee the meeting was adjourned at 10:06am	Meeting ends at 10:06am

Chairman

