

# City of Rock Falls

## Utilities Committee Meeting Minutes

Date: 4/24/2023/2023

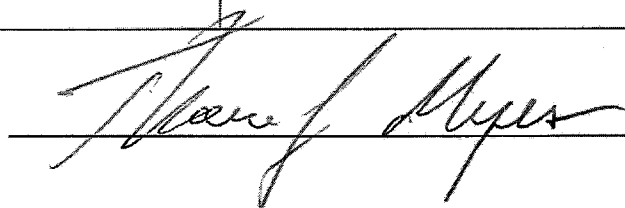
Time Meeting Started: 8:15 am

Time Meeting Ended: 9:40 am

| Members                     |   | Also Attended             |        |
|-----------------------------|---|---------------------------|--------|
| Tom Myers - Chairman        | X | Ted Padilla               | X      |
| Alderman Snow-Vice Chairman | A | Matt Trotter              | X      |
| Alderman Wangelin           | X | Dick Simon                | X      |
| Alderman Dowd               | X | Diane Shepherd            | X      |
| Mayor Kleckler              | X | Administrator Blackert    | X      |
| Shane Brown                 | X | Matt Cole - City Attorney | late 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         |
| Public Comment                                                       | <ul style="list-style-type: none"> <li>Alysa Marlatt (607 7<sup>th</sup> Ave) presented issue with water heater and water usage for the last two months.</li> </ul>                                                                                                                                             | No Action                        |
| Review of Minutes from March 27, 2023 meeting                        | <ul style="list-style-type: none"> <li>A motion was made by Alderman Wangelin and a second by Alderman Dowd to approve the minutes of the March 27, 2023 meeting.</li> </ul>                                                                                                                                    | Motion carried, minutes approved |
| Utility Office: Superintendent Update                                | <ul style="list-style-type: none"> <li>Diane Shepherd relayed the thank you from customer for extra help with utility bill.</li> </ul>                                                                                                                                                                          | No Action                        |
| Utility Office 601 7 <sup>th</sup> Avenue                            | <ul style="list-style-type: none"> <li>Diane Shepherd presented facts of charges to 601 7<sup>th</sup> Avenue. No motion was made for any extra credit to the account. Diane will work with customer to get the account brought up to date avoiding disconnection.</li> </ul>                                   | No Motion                        |
| Utility Office: Write-Offs for January-March 2023                    | <ul style="list-style-type: none"> <li>Diane Shepherd presented write-offs. A motion was made by Alderman Dowd and a second by Kim Groharing to approve the write-offs for January through March 2023 in the amount of \$5,246.25 and forward to City Council.</li> </ul>                                       | Motion carried, to City Council  |
| Utility Office: General Procedures Governing Utility Services Manual | <ul style="list-style-type: none"> <li>Diane Shepherd presented the increase in recording fees by Whiteside County. A motion was made by Mayor Kleckler and second by Alderman Wangelin to increase the recording fee to \$68.00 (\$180.00 in total) for property liens and forward to City Council.</li> </ul> | Motion carried, to City Council  |
| Utility Office: Breakdown of methods for bill paying                 | <ul style="list-style-type: none"> <li>Diane Shepherd presented to breakdown of methods of bill paying showing the department still handles approximately 80% of all payments personally.</li> </ul>                                                                                                            | No Action                        |
| Water Department: Superintendent Update                              | <ul style="list-style-type: none"> <li>Ted Padilla reported plans of hiring a new employee in the department in the next few weeks.</li> <li>Ted Padilla reported on the options Coloma Township has concerning finding lead on lines at 305 2<sup>nd</sup> Ave.</li> </ul>                                     | No Action                        |
| Water Department: Purchase of Water                                  | <ul style="list-style-type: none"> <li>Ted Padilla reviewed the purchase of water meters from Ferguson. A motion was made by Alderman Wangelin and a</li> </ul>                                                                                                                                                 | Motion carried, to City Council  |

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|--------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| Meters from Ferguson                                                     | second by Shane Brown to purchase 70 water meters in the amount of \$10,693.20 from Ferguson Waterworks, and forward to City Council for approval.                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |
| Wastewater Department: Superintendent Update                             | <ul style="list-style-type: none"> <li>• Matt Trotter presented updates for installation of bearings at plant for end of May.</li> <li>• Riverside sewer tie in is still shooting for May.</li> </ul>                                                                                                                                                                                                                                                                                                                                                | No Action                        |
| Wastewater Department: Suspension of Sales of Septic Dump Tickets        | <ul style="list-style-type: none"> <li>• Matt Trotter presented problems the plant is having with the untested septic dumps. A motion was made by Alderman Dowd and a second by Alderman Wangelin to approve the suspension of sales of septic dump tickets until further notice.</li> </ul>                                                                                                                                                                                                                                                         | Motion carried                   |
| Electric Department: Superintendent Update                               | <ul style="list-style-type: none"> <li>• Dick Simon reported the hydro maintenance is going well. Repairs being done with daily reports and pictures.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                     | No Action                        |
| Electric Department: Review truck bids received                          | <ul style="list-style-type: none"> <li>• Dick Simon presented the truck bids received. A motion was made for the approval to purchase a bucket truck from Terex Utilities, 3140 15<sup>th</sup> Ave SE, Watertown, SD 57201 in the amount of \$246,830 without trade-in and forward to City Council.</li> </ul>                                                                                                                                                                                                                                      | Motion carried, to City Council  |
| Electric Department: Review of proposal from Helm Electric               | <ul style="list-style-type: none"> <li>• Dick Simon reviewed the proposal from Helm Electric for Traffic Signal Vehicle Video Detection. A motion was made to waive bidding by Alderman Dowd and a second by Kim Groharing. A motion was made by Alderman Dowd and a second by Kim Groharing to award contract with Helm Electric, 1514 W Fourth St, Sterling, IL 61081 in the amount of \$32,325 for traffic signal vehicle video detection at the intersection of 1<sup>st</sup> Avenue &amp; Dixon Avenue and forward to City Council.</li> </ul> | Motions carried, to City Council |
| Electric Department: Review proposal from Kuenz America for a Trash Rake | <ul style="list-style-type: none"> <li>• Dick Simon reviewed the proposal from Kuenz America for a new Trash Rake at the Hydro-Electric Generating facility. A motion was made to waive bidding by Alderman Dowd and a second by Alderman Wangelin. A motion was made to approve the purchase of a TRCM-H200 Trash Rake from Kuenz America, 9321 Focal Point 8, Raleigh, NC 27617 in the amount of \$562,180 and forward to City Council.</li> </ul>                                                                                                 | Motion carried, to City Council  |
| City Attorney: Updates                                                   | <ul style="list-style-type: none"> <li>• Matt Cole reported that a decision concerning sewer hookup should be by end of the year.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                         | No Action                        |
| Next Meeting Date & Time                                                 | <ul style="list-style-type: none"> <li>• The next meeting will be held on May 22, 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 9:40 am</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                            | Meeting ends at 9:40 am          |



Committee Chairman