



City of Rock Falls Utilities Committee Meeting Minutes

Date: 05-21-2018

Time Meeting Started: 8:15am

Time Meeting Ended: 10:15am

Members		Also Attended	
Alderman Schuneman – Chairman	p	Ted Padilla	p
Alderman Kuhlemier	p	Ed Cox	p
Alderman Logan		Dick Simon	p
Mayor Wescott		Wayne Shafer	p
Shane Brown	p	Diane Hatfield	p
Tom Myers	p	Eric Arduini	
Kim Groharing	p	Adm. Blackert	p

Topic	Discussion	Plan of Action
CALL TO ORDER	The meeting was called to order, and the Committee introduced themselves	Meeting begins at 8:15am
A. Roll Call		
B. Review of Minutes from April 23, 2018 meeting	A motion was made By Alderman Kuhlemier, and second by Shane Brown to approve the minutes.	Motion carried, Minutes approved
C. Public Comment/Resident Issues	Administrator Blackert explained to the committee that the Sweitzer's have an attorney who has been in contact with our City attorney. They are working on an agreement.	No action
D. Policy Creation/Review/Education 1. Baker Tilly Presentation	Russ Hissom from Baker Tilley introduced himself to the committee. He spoke to the Committee about the benefits benchmarking the utilities for profitability, performance, strategy, and reliability. The cost of the proposal is \$36,000, and results could be returned in four months for Electric, Sewer, and Water. Adm. Blackert explained that this will be a roadmap for the future as the City is going to go through many changes in the next 5-8 years. This can help with S&P bond ratings. The committee discussed benchmarking, its importance, and how it will be used in Rock Falls. It is important that the changes be made to follow any benchmarks.	No action
MANAGEMENT/STRATEGY/CAPITAL PROJECTS		
E. New Business 1. Utility Office a. Superintendent update	Diane Hatfield informed the Committee that the part time person has been added in the Customer Service Office, and the State has been getting caught up on their payments	No action
2. Water Department a. Superintendent update	Ted Padilla reported that all of the projects are ready to go for the summer. A motion was made by Alderman Kuhlemier, and second by Tom Myers to approve the following projects. 1. Industrial Overlay – Water service from 1.5” to 2” 2. 2103 and 2109 Industrial Park –Water service from 1.5” to 2” 3. Water mains Looping & Extensions – Haskell, Thomas & Lincoln/Garfield dead ends. 4. Repairs to floor at water plant.	Motion Carried, The projects are approved
3. Wastewater Department a. Superintendent update	Ed Cox will reach out to Sjordstrom to replace a bearing. Replacement of tertiary filter cloths is not a budget item, but they have torn. All of the banks need to be replaced. These are a necessary component to remove phosphorus particles from the effluent. It will be set to be changed going forward every 6 th year. The Sewer Department has not had an EPA violation in seven years. A motion was made by Kim Groharing, and second by Tom Myers to approve the emergency expense to the City Council for approval.	Motion carried, To City Council for approval.

b. Thomas Stormwater Extension	The Stormwater extension has been approved by the City Council. Ed Cox explained the remedy that will fix the water issues. There was discussion about installing a guardrail to keep people from driving through the unpaved area. A motion to approve the project was made by Alderman Kuhlemier, and second by Shane Brown	Motion carried
c. CIP Lining 24" concrete line and manholes	Mr. Cox informed the committee about the history and deterioration of the concrete line along west 1 st Street and Leroy Avenue. The project is part of the CMOM. This pipe is our biggest liability currently. The scope of this project will repair all of the pipe and manholes that has not been fixed already. The IEPA loan hearing was held before the last City Council meeting. A motion was made by Kim Groharing, and second by Tom Myers to approve the project to City Council for approval.	Motion carried To City Council for approval.
4. Electric Department a. Approval of Survalent Gold SCADA Support Plan	This will be the second year, and we are taking the lower support plan. PSE designed, and oversees the system for the City. The new substation upgrade will allow for much more remote control of the system. A motion to approve the Gold SCADA Support plan from Survalent in the amount of \$15,855 was made by Alderman Kuhlemier, and second by Shane Brown.	Motion Carried
b. Hydro Plant maintenance shutdown	There has been no surprises with unit #2 that has been down for 2 weeks. It should be done tomorrow. Unit #1 will have the stop logs installed on Wednesday. Divers are used to help with the stop logs, and dewatering.	No action
c. Backyard machine rental	This can be used to install poles in back yards. It can fit through a 36" gate. Dick Simon had been looking for quotes, but has not had any responses yet.	No action
Superintendent Update	Reliability is at 99.99%, and the hydro was over 1,000,000 Kwh last month.	
5. Fiber/Broadband Department a. Superintendent Report & Updates	Equipment is up and running on the residential gateway side. There was discussion about the language used for Syndeo when dealing with outside service providers. The committee agrees to allow the term "agent" to be used. A pricing model is being formulated currently for providing services to wireless carriers. Pirtano is finishing restoration in zones 1 & 3. Additional engineering is being done for zone 2. Inside plant testing is continuing. Fibernet inserts have been going out in the utility bills. Alderman Kuhlemier feels that the marketing has to be geared toward people used to cable and local channels. Wayne Shafer explained that the website has marketing added to the sign up. Sports and VOIP pamphlets are ready to be printed.	The committee agrees to allow the term "agent" to be used.
F. Next Meeting Date & Time	The next meeting will be June 25 th , 2018. There will be a walk-through of the Water Department after the meeting.	
G. Adjournment	With nothing else for the good of the committee, the meeting was adjourned at 10:15am	Meeting ends at 10:15am

Chairman

