

# City of Rock Falls

## Utilities Committee Meeting Minutes

Date: 6/22/2020

Time Meeting Started: 8:15 am

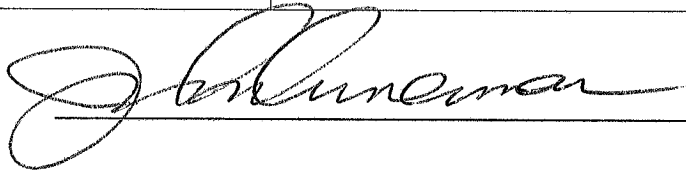
Time Meeting Ended: 10:17 am

Members		Also Attended	
Alderman Schuneman - Chairman	x	Ted Padilla	x
Alderman Wangelin	x	Ed Cox	x
Mayor Wescott	x	Dick Simon	x
Shane Brown	x	Wayne Shafer	x
Tom Myers	x	Diane Hatfield	x
Kim Groharing	x	Administrator Blackert	x
		Tim Zollinger - City Attorney	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>Jim Schuneman read email from Marshall Doane and pictures were shown of his father's property next to lift station.</li> </ul>	No Action
Review of Minutes from May 18, 2020 meeting	<ul style="list-style-type: none"> <li>A motion was made by Alderman Wangelin and a second by Tom Myers to approve the minutes of the May 18, 2020 meeting.</li> </ul>	Motion carried, minutes approved
Utilities Office: Discussion concerning disconnection of service timeframe	<ul style="list-style-type: none"> <li>Diane Hatfield presented schedule of disconnection for non-payment along with the current list. A motion was made by Mayor Wescott and second by Kim Groharing to start disconnections on August 6, 2020 and proceed with the schedule as presented along with an additional payment agreement to be offered to residents.</li> </ul>	Motion carried
Utilities Office: Write-offs for January 2020 thru March 2020	<ul style="list-style-type: none"> <li>Diane Hatfield presented write-offs. A motion was made by Tom Myers and second by Shane Brown to approve write-offs in the amount of \$11,475.43 and forward to Finance Committee for approval.</li> </ul>	Motion carried, To Finance Committee
Water Department: Update	<ul style="list-style-type: none"> <li>Ted Padilla reported that his department has been checking stop boxes for disconnect candidates.</li> <li>A Water Department employee has moved to the Electric Department and he will be searching to fill position.</li> </ul>	No Action
Water Department: Lead Service Line Legislation Update	<ul style="list-style-type: none"> <li>Ted Padilla reported on the lead service line legislation concerning 3<sup>rd</sup> Avenue.</li> </ul>	No Action
Water Department: Review purchase of meters from Ferguson	<ul style="list-style-type: none"> <li>Ted Padilla requested approval of purchase of meters from Ferguson and Sole Source Justification of same. A motion was made by Alderman Wangelin and second by Kim Groharing to approve purchase of Ferguson meters in the amount of \$16,500 and forward to City Council for approval.</li> </ul>	Motion carried, To City Council

Wastewater Department: Updates	<ul style="list-style-type: none"> <li>• Ed Cox reported that all Spann bearings have been replaced. Working with Lake Shore in the future should be more efficient.</li> <li>• Cleaning lines will be a priority this year in hopes that RedZone will be able to get through the remaining areas when they return. A potential sink hole was avoided by having RedZone information and the repair was made on W 5<sup>th</sup>.</li> <li>• Presented information concerning the NARP program and that he had contacted other communities about it as well..</li> </ul>	No Action
Wastewater Department: Reconsider Carry On Range for Waiver	<ul style="list-style-type: none"> <li>• Jim Schuneman asked that the Committee reconsider Carry On Range request. A motion was made by Jim Schuneman and a second by Mayor Wescott to reconsider request for waiver and forward to Council.</li> </ul>	Motion carried, To City Council
Electric Department: Department Update	<ul style="list-style-type: none"> <li>• Dick Simon reported there were 6 power outages due to branches on lines.</li> <li>• Hydro plant was down due to high water.</li> </ul>	No Action
Electric Department: Avenue A Project Update	<ul style="list-style-type: none"> <li>• Dick Simon reported work is almost complete. Only lights, cameras, gates and panels along with a few punch list items remain.</li> <li>• Transformer is scheduled to be inspected sometime in July.</li> </ul>	No Action
Electric Department: Hydro Plant Maintenance Outage	<ul style="list-style-type: none"> <li>• Dick Simon reported that unit 2 is done and is due to be swapped out with unit 1 on Monday.</li> </ul>	No Action
Electric Department: AMI Update	<ul style="list-style-type: none"> <li>• Dick Simon reported that the project is moving forward with 120 meters.</li> </ul>	No Action
Electric Department: Whiteside County Health Dept request	<ul style="list-style-type: none"> <li>• Dick Simon presented a letter from Whiteside County Health Dept asking for a variance request. A motion was made by Alderman Wangelin and a second by Kim Groharing that a waiver of enforcement as long as there will be no use until demolition.</li> </ul>	Motion carried
Fiber/Broadband Department: Rose Broadband Update	<ul style="list-style-type: none"> <li>• Wayne Shafer reported the City has discontinued the water tower attachment and will be working with customers to avoid disruption in their service.</li> </ul>	No action
Fiber/Broadband Department: Dixon Fiber	<ul style="list-style-type: none"> <li>• Wayne Shafer requested to accept an offer from the City of Dixon to purchase 2.3 miles of fiber. A motion was made by Mayor Wescott and a second by Shane Brown to accept an offer contingent upon approval by the City Council.</li> </ul>	Motion carried
Fiber/Broadband Department: Schools	<ul style="list-style-type: none"> <li>• Wayne Shafer reported there is work ongoing concerning e-learning for this fall.</li> </ul>	No Action
City Attorney: Updates	<ul style="list-style-type: none"> <li>• Tim Zollinger reported that the City is ready to move forward with complaint again Civic Plaza.</li> <li>• Depositions have been completed with 2103 Industrial Park Road and will be proceeding.</li> <li>• Courts are opening up and will be able to proceed with further action concerning well to city.</li> </ul>	No Action

Benchmarking/ Succession Planning	<ul style="list-style-type: none"> <li>No benchmarking this month</li> <li>No succession planning for this month</li> </ul>	No Action
Utility Manager: Storm Sewer Lease at Nims Park with Illinois DNR	<ul style="list-style-type: none"> <li>Robbin Blackert requested that the lease agreement with DNR for 5-year term and payment of \$550 for full term be approved. A motion was made by Kim Groharing and a second by Alderman Wangelin that the Storm Sewer Lease at Nims Parks with Illinois DNR be approved and forwarded to City Council.</li> </ul>	Motion carried, to City Council
Utility Manager: Update on Negotiations with SurfAir	<ul style="list-style-type: none"> <li>Robbin Blackert reported that the committee should have a contract to approve at the July meeting to go to City Council in August.</li> </ul>	No Action
Next Meeting Date & Time	<ul style="list-style-type: none"> <li>The next meeting will be held on July 27, 2020 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 10:17 am</li> </ul>	Meeting ends at 10:17 am



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Committee Chairman