



City of Rock Falls Utilities Committee Meeting Minutes

Date: 08-27-2018

Time Meeting Started: 8:15am

Time Meeting Ended: 10:03am

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

Topic	Discussion	Plan of Action
CALL TO ORDER A. Roll Call	The meeting was called to order at 8:15am	Meeting begins at 8:15am
B. Review of Minutes from July 23, 2018 meeting.	A motion was made by Alderman Kuhlemier, and second by Kim Groharing to approve the minutes of the 07-23-2018 meeting	Motion carried
POLICY/EDUCATION		
Presentations regarding EPA requirements for Rock Falls' utilities.	Sewer Superintendent Ed Cox, and Water Superintendent Ted Padilla gave PowerPoint presentations to the Committee informing them of the necessary filings and paperwork that is required by both departments for the EPA.	No action
MANAGEMENT/STRATEGY/CAPITAL PROJECTS		
D. New Business 1. Utility Office a. Superintendent Update	Customer Service Supervisor Diane Hatfield informed the committee that Beth Motsinger begins her first day as a City employee today.	
b. Review & discuss added language to General Procedures Governing Utility Service regarding billing of capital and debt charges.	Diane Hatfield would like a procedure for the time that a house is condemned by the building department, and the capital and debt charges are switched back over to the owner of a home after disconnection. After discussion and review of the proposed language, it was agreed that the charges are to go back to the landlord after 40 days. A motion was made by Kim Groharing and second by Alderman Kuhlemier to send the changes to the Ordinance Committee for discussion. Alderman Schuneman spoke about the amount billed being around 99% of the amount received in the reports provided.	Motion carried to Ordinance Committee.
2. Water Department b Review & discuss proposal by American Leak Detection for water leak distribution survey.	Water Superintendent Ted Padilla informed the Committee that he has used this company to listen to the fire hydrants and find leaks in the system. They usually do the survey in the fall and spring. A motion to recommend the proposal of \$6500.00 to Council was made by Mayor Wescott, and second by Glen Kuhlemier.	Motion carried, to Council for approval.
3. Wastewater Department a. Superintendent update	Supervisor Ed Cox informed the committee that the plant is running well. Asst. Supervisor Steve Mulvaney is leaving, and the department will be shorthanded until a replacement is found. There are two manholes that still need work prior to the slip lining project. All of the cloths have been changed out in one of the filters.	No action
Discuss Red Zone sewer inspection services	Mr. Cox informed the committee about a company that will camera, inspect, and grade every sewer line in the City. They will then provide a color coded overlay for the GIS with the condition of the sewer mains. He will speak to the representative to give a presentation to the committee.	No action

4. Electric Department a. Hydro update	Electric Director Dick Simon informed the committee that a bearing was replaced and both units are now back up and running at full speed with no issues. There were 11 outages for various reasons. Reliability is at 99.93%	No action
b. Truck Disposal	A motion was made by Kim Groharing, and second by Tom Myers for the disposal of the following vehicles: 1. #115- 1996 International 1954 2. #116- 1191 International 4900 (From Street) 3. #1194 International 4900 (From Street) 4. #112- 1998 Ford Ranger 5. #101 - 2001 Ford F350	Motion carried to City Council.
c. Advanced Metering Infrastructure (AMI) 1. Request for Information (RPI) 2. Tantalus breakdown (10 year)	Mr. Simon explained that PSE has put out a request for information concerning the City moving to an advanced metering system. The smart meters will allow disconnects to be done remotely. He explained the cost breakdown with the first year being a trial. He would like to begin with general and commercial users. There is a beta test for adding water meters. This system will require a network to be installed through town to read the meters. The new meters are about 3x the current cost.	No action
d. Solar Update	There is a possibility of an IMEA project coming to Rock Falls to have a 1Mw solar installation. There will be some cost to the City and Mr. Simon is still getting those costs together. If the grant and project goes through a contract would need to be signed between the IMEA and the City. Solar panels have a 20 year lifespan.	Mr. Simon will move forward with the project.
e. RFED Lighting Upgrade	A motion was made by Mayor Wescott, and second by Alderman Kuhlemier to approve the capital project as proposed with the low bid from Complete Electric for upgrades to the lighting in the Electric Department in the amount of \$23,105.00 The cost after the grant will be \$18,743.00.	Motion carried To Council
5. Fiber/Broadband Department a. Superintendent Report & Updates Customers (beta & production)	Fibernet Director Wayne Shafer informed the committee that the City is on track with the outside build. The inside build is a little behind. St. Andrews, and the Pignatelli building are up and running. The City will be cut over shortly. There is one residential on beta now. There was discussion about getting the fiber added to the GIS for locates.	No action
Deployment status (schedule & budget)	A large marketing campaign will begin in September. The committee discussed removing the \$100 deposit for signups in a fiberhood. The City will be looking for help on the social media campaigns. A kiosk is being built for City Hall. The budget is looking good with significant savings in the inside plant from Magellan's estimates. A motion was made by Glen Kuhlemier, and second by Kim Groharing to remove the \$100 deposit requirement. Those who have paid may have a refund, or have it applied to their bill.	Motion carried.
Review & discuss bids for FiberNet vehicles	After putting the vehicles out for bid Mr. Shafer checked with the state bid system, and found that more vehicle was available for less money through the state bid. These will have a 7 day delivery. A Ford F-150 4x4 \$29380.00 and a Ford Explorer. A motion was made by Kim Groharing, and second by Bill Wescott for the approval of the purchase of both vehicles.	Motion Carried – To Council
E. Next Meeting Date & Time	The next meeting will be held on September 24 th at 8:15 am at the Electric Department.	No action
F. Committee Member Items	City Administrator Robbin Blackert informed the committee that there is no one from the City of Rock Falls going to the IML conference in Chicago this year. She will look into having an APPA training event at the City this winter.	No action
G: Adjournment	With nothing else for the good of the committee, the meeting was adjourned at 10:03am	Meeting ends at 10:03am



Committee Chairman