



## City of Rock Falls Electric Committee Meeting Minutes

Date: December 15, 2009      Time Meeting Started: 8:15 a.m.      Time Meeting Ended: 9:55 a.m.

Members		Also Attended	
Alderman Hand (chairperson)	X	Mayor Blanton	X
Alderman Schuneman	X	Paul Jakubczak, Electrical Director	X
Alderman Reitzel	X	Richard Downey, City Administrator	X
Alderman Kuhlemeir	X		

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ 8:15 a.m.	<ul style="list-style-type: none"> <li>Approval of the November 17, 2009 Electric Committee Minutes.</li> </ul>	
3. Financial/Reliability/Broadband Report.	<ul style="list-style-type: none"> <li>Mr. Jakubczak distributed to all present the financial, reliability and broadband information for the month of November, 2009.</li> <li>Discussed what was being proposed by Blackhawk Hills, RC&amp;D and the possibility of receiving grants for future expansion of our fiber project.</li> </ul>	
4. NI Solutions Report.	<ul style="list-style-type: none"> <li>The report was approved unanimously by the Electric Committee.</li> <li>We discussed the implementation of this; what Mr. Jakubczak suggested doing was after the first of the year we do a two-step approach. The first would be to purchase the software, get that up and running; then look at developing the network, which will happen sometime in the third quarter of 2010.</li> </ul>	
5. Fiber Optic Node Relocation Cost.	<ul style="list-style-type: none"> <li>We received four bids on December 3, 2009 for the relocation of the fiber from the existing Sewer Plant to an external building. The low recommended bidder was Clawson Communications located in Indiana. We are approving their bid not to exceed cost for the amount of \$7500.00.</li> </ul>	City Council approval
6. Osmose Pole Inspection.	<ul style="list-style-type: none"> <li>Mr. Jakubczak explained to the Electric Committee regarding what the pole inspection was and how we were actually going to get more benefit because we were doing a pole inventory to take a look at all the attachments on our poles. This was approved by the Electric Committee with costs not to exceed \$50,000.00.</li> </ul>	City Council approval
7. Cost of Service wrap-up.	<ul style="list-style-type: none"> <li>Mr. Jakubczak distributed sheets to all Committee Member present for their review. These sheets will be passed on to Attorney Reese to develop the Ordinance form for the recommendations.</li> </ul>	
8. Organization Checkup.	<ul style="list-style-type: none"> <li>A discussion was held regarding the Organization Checkup that was performed by Hometown Connections. We went through the top five items; some of the items that were discussed were strategic planning, advertising for the different billing</li> </ul>	

	functions that we have using bill stuffers, capitol budgeting, safety and security regarding the installation of cameras. All these items will be worked on in the future, possibly rolling it into a city-wide project.	
9. Committee Member Items.	<ul style="list-style-type: none"> <li>Mr. Jakubczak received an e-mail from Thomas Jacobson @ Element Markets regarding our current ret contract. He would like to propose a three-year contract. At this time the Electric Committee does not wish to do this; further discussion will be held in the future.</li> </ul>	
10. Adjournment	<ul style="list-style-type: none"> <li>Adjourned meeting @ 9:55 a.m.</li> </ul>	

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Paul A. Jakubczak, Electrical Director