



**Utility Advisory Board – Meeting Minutes
July 20, 2016, 2016 at 3:00 pm
Technology Center – 910 Technology Parkway**

- I. Roll Call** – Present: Bob Elliot (UAB Chair), Claude McKibben, Dan Carmichael, Joe Orlikowski, and Richard Ohlinger Absent: Dan Lundquist. A quorum of four was present.

Also present were Mayor Olson, City Manager Plyman, Scott Koteski (RMU), Adam Lanning (RMU), Jason Bird (RMU), Barbara Bell (RMU), Adriana Milan (RMU) Judy Witasik (RMU), Chris Cardott (COR), and Jarrod Johnson (RMU).

II. Approval of May 18th 2016 UAB Minutes:

Motion: To approve the UAB meeting minutes dated May 18, 2016.

Maker: Joe Orlikowski

Second: Dan Carmichael

Voice vote: Carried

III. Customer Service Update (Barbara)

- a. Summer Saver Program: Started with July bills and will continue through September. All residential customers with a meter measuring time of use are enrolled. Flyers were sent out with the bills explaining how to read the bill. The rate is still risk free. Usage and savings will be evaluated in October.
- b. 2016 Incentive Update: Paid out \$16,330 in residential incentives. Paid one variable frequency drive (VFD) incentive for \$7,925. Paid three lighting incentives for \$7,857.

IV. Water/Water Reclamation Update (Adam)

- a. Financial Update as of May: See financials on RMU website
- b. Water:
 - i. Well 12: Progress is ahead of schedule. The well is expected to be operational around the middle of September. The backup generator will be exercised on a regular schedule.
 - ii. Well 11: Negotiated a compliance agreement to get off of restricted status with the EPA. Will continue sampling and if the radium level remains below the accepted level (5pCi/l) for 4 quarters starting with 4/2016, may not be required to build a treatment plant.
- c. Water Reclamation:



- i. System 1 Sanitary Sewer: NICOR is still working on relocating main as a result of running into bedrock.
- ii. NPDES Permit Renewal: Permit is required (to discharge to Kyte Creek) to be renewed every 5 years. Currently have a draft permit from the IEPA. Working on conditions outlined in the draft permit.
- iii. Computerized Maintenance Management Program: Working on upgrading to a GIS-based work order system to address the water management system. The system will be available to all departments.

V. Advanced Communications Update (Scott)

- a. Financial Update as of May: See financials on RMU website.
- b. NITT Update: In process of transitioning the NITT to relieve some financial responsibilities. Will continue to have services off of the NITT.
- c. Wireless Service: Not feasible to update equipment. Working on transitioning customers to other providers.
- d. Security Audit: Finishing the SCADA security audit. An internal network audit will be scheduled.
- e. Ransomware Incident: Ransomware worked through the network, but was stopped within 45 minutes. Files have been recovered and nothing was paid.
- f. Hillcrest Fiber: Considering adding fiber to the Hillcrest area for businesses there. Will review costs.

VI. Electrical Enterprise Update (Jason)

- a. Financial Update as of May: See financials on RMU website.
- b. Cash Liquidity Policy: Working on policy. Goal is to have 90 to 120 days cash liquidity.
- c. 5kV Project: Phase I will be done at the end of the calendar year. Currently working towards 251. One area is complete and 1 substation (Carrie Ave) is no longer needed.
- d. Feeders 32 and 54: A coordination study was completed. Circuits are being analyzed. Will put in a self-closing system in the future. Will also identify high-risk areas and put reclosures there.
- e. SCADA Upgrade: Can now open and close breakers from the power plant using the SCADA system. Other upgrades were completed. Will add power outage e-mail and text notifications for the linemen in the future.
- f. Mighty Vine: The second service will be added around the end of the first week in August. Mighty Vine has also agreed to put their lights on timers.
- g. CAT Gen Sets: All of the CAT gen sets were in place as of June. All are working as expected.
- h. Critical Peak Days: Have already had 18 critical peak days and expect more.



- i. Schedule Work Hours: All operators are now working on 1st shift.
- j. Steward Road Line Re-Build and Easements: Will be rebuilding 2.5 miles of transmission line. Expect construction to be done during the 1st quarter of 2017.
- k. Cost of Service Study: Will be conducted by Utility Financial Solutions in the fall. It will be a comprehensive study. All rates and costs will be reviewed.

VII. New Business – None

VIII. Comments from the Public – None

IX. Comments from the Board – Joe Orlikowski asked for an update on future capital expenditures. Nothing has currently been determined

X. Adjournment

Motion: To adjourn at 4:24 pm

Maker: Dan Carmichael

Second: Claude McKibben

Voice Vote: Carried

Submitted by: Judith Witasik