



CITY OF QUINCY

Department of Utilities & Engineering

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Director of Utilities & Engineering

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A G E N D A

Water Committee - Department of Utilities & Engineering
City Hall – Engineering Department Conference Room #235
Thursday, April 5, 2018
4:00 P.M.

1. Approval of minutes of the March 8, 2018 meeting
2. Public Comment (3 minute limit)
3. Old Business
 - Water Loss
4. New Business
 - Water Treatment Chemicals Bid Review
 - Water Infrastructure Materials Bid Review
 - Dump Truck Purchase
 - Waste Water Treatment Plant Report
 - Approval of Bills in Excess of Normal Spending Limitations
 - Monthly Financial Report
 - Sale of Assets
 - Late Additions
5. Adjournment



Utilities Committee
Meeting Minutes
March 8, 2018

The monthly meeting of the Utilities Committee was held at 4:00 p.m. on Thursday, March 8, 2018 in City Hall Conference Room #235. Members present were Alderman Dave Bauer, Alderman Virgil Goehl, Alderman Paul Havermale and Dan Cook. Director of Utilities & Engineering Jeffrey Conte, Director of Administrative Services Skip Bright, Assistant Corporation Counsel Bruce Alford, John Schafer, Kevin Priester and Theresa Alford were also present. Alderman Bauer called the meeting to order at 4:05 p.m.

Approval of Minutes

Commissioner Cook, seconded by Alderman Havermale, moved to approve the minutes of the February 1, 2018 meeting as distributed.

Public Comment

No one was present for comments.

Old Business

Water Loss

Water loss of treated water pumped into the distribution system for the period of March 1, 2017 through February 28, 2018 dropped from the previous month. The leak detection project is nearly completed and the City is awaiting the final report.

Policy Manual

The Committee reviewed and discussed the draft policy manual.

Action: Recommendation to send policy to City Council with proposed changes.

Motion: Havermale Second: Cook Motion Carried

New Business

Proposed Water Main Extensions

The City has been asked to consider a water main extension that will service the Gulf Drive area. There are 32 properties that potentially could be served by this extension. The approximate cost would be \$235,000 or \$7,350 per property.

Action: Approve to proceed with main extension with \$4,000 customer fee.

Motion: Havermale Second: Cook Motion Carried

Fiscal Year 2018/2019 Revenues

Conte presented the Committee with the capital needs for the next five fiscal years and options for revenues to finance these needs. The Committee discussed two different options for rate increases. The proposed increase will be presented to the City Council in April.

Action: Recommendation to move forward with rate increase option #2.

Motion: Havermale

Second: Cook

Motion Carried

Distribution On-call Truck

The water on-call truck was totaled on February 21st as a result of a single vehicle accident on icy roads. The 2005 Ford F-250 4x4 will need to be replaced.

Electric Demand Response Program

The City has been approached about participating in the Illinois Demand Response Program. The program financially reimburses high electricity consuming facilities to reduce electricity usage during peak consumption periods. The Water and Waste Water Treatment Plants would voluntarily run on back-up generators for four to six hour periods no more than 5 times per year if necessary. There has not been a curtailment issued since 2007. The City would be reimbursed approximately \$30,000 per year plus costs of fuel regardless of whether curtailments are issued. There is a limited sign-up period that prohibits the City from requesting proposals this year.

Action: Send resolution to City Council asking to enter into a one-year pilot program agreement with Voltus.

Motion: Havermale

Second: Cook

Motion Carried

Waste Water Treatment Plant Notice of Violation

The City received a Notice of Violation for repeated NPDES permit violations for the main treatment plant. The violations are attributed to the deteriorated equipment and need for maintenance and or replacement of that equipment. The City now must enter into a legally binding compliance agreement that will require a schedule for rectifying the conditions that attributed to the violations.

Waste Water Treatment Plant Report

Kevin Priester was present and presented an update to the Committee.

Approval of Bills

Conte presented the invoices in excess of the normal \$3,000 spending limitation and requested they be processed in the usual manner.

Action: Approved payment of all bills exceeding \$3,000 and send to City Council with Committee recommendation.

Motion: Havermale

Second: Cook

Motion Carried

Monthly Financial Reports

Conte presented and discussed the monthly financials.

Late Additions

Assistant Corporation Counsel Bruce Alford updated the Committee on the status of the legal claim against Remote Mowers. The court has awarded the City a judgment of \$27,500 plus court costs. The owner of Remote Mowers has contacted him and stated that he does not have the money to pay the claim. As Remote Mowers is

located in Mississippi, the City must obtain outside legal counsel that is licensed in that state to pursue the collection of the money.

Action: Obtain outside counsel.

Motion: Havermale

Second: Cook

Motion Carried

Adjournment

With no further items to discuss, the meeting was adjourned at 5:15 p.m.

Motion: Cook

Second: Havermale

Motion Carried

Respectfully submitted,

Jeffrey Conte, P.E.

Director of Utilities & Engineering

March 12, 2018