

City of Rock Falls

603 W. 10th Street
Rock Falls, IL 61071-2854

Mayor

William B. Wescott
815-380-5333

City Administrator
Robbin D. Blackert
815-564-1366



City Clerk

Eric Arduini
815-622-1104

City Treasurer
Kay Abner
815-622-1100

City Council Agenda Rock Falls Council Chambers February 2nd, 2016 6:30 p.m.

Call to Order @ 6:30 p.m.
Pledge of Allegiance
Roll Call

Audience Requests:

Community Affairs:

Randy Balk, Executive Director, Rock Falls Community Development Corporation
Bethany Bland, President /CEO, Rock Falls Chamber of Commerce.

Consent Agenda:

1. Approve the Minutes of the January 19th, 2016 Regular Council Meeting
2. Approval of bills as presented

City Administrator Robbin D. Blackert:

1. Approve the Electric Committee recommendation for a "Cost of Service Study" to be performed by Utility Financial Solutions - 1285 Sun Meadow Ct. Holland Mi. in the amount of \$27,450
2. Approval of the job description for the Superintendent of the Utility Office with the starting salary range of \$55,000.00 to \$60,000.00 annually
3. Approval to advertise to fill the position of Superintendent of the Rock Falls Utility Office

Information/Correspondence:

Eric Arduini, City Clerk
James Reese, City Attorney
Brian Frickenstein, City Engineer

1. 2016 MFT General Maintenance bid recommendation.

Department Heads:

Water Reclamation- Ed Cox
Electric- Dick Simon
Police Chief- Chief Tammy Nelson
Fire Chief- Chief Gary Cook
Building Inspector- Mark Searing
Water – Ted Padilla
Tourism – Janell Loos

Ward Reports:

Ward 1	Ward 2	Ward 3	Ward 4
Ald. Reitzel	Ald. Kuhlemier	Ald. Schuneman	Ald. Folsom
Ald. Logan	Ald. Snow	Ald. Kleckler	Ald. Watts

Mayor's Report:

1. Approve the appointment of Mike Spain to the Planning & Zoning Committee to replace the current vacancy created with the resignation of Matt Lillpop. The term of the appointment will be from 2/1/2016 - 4/30/2018.
2. Breakfast Meeting Rock Falls Chamber and City Council; Wednesday, February 18th @ 9:00 a.m. in the Community Building
3. C.O.W. Meeting (Committee of the Whole) Monday, February 22nd @ 6:00 p.m. - Council Chambers
4. 27th Annual Rural Community Economic Development Conference - March 9-10, 2016, Springfield, Illinois (Deadline 2/16/16)

Executive Session:

Any action taken from Executive Session:

Adjournment:

Next City Council Meeting 2-16-2016

Posted 1-29-2016

Michelle Conklin / Deputy City Clerk

The City of Rock Falls is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with Disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in the meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Mark Searing, ADA Coordinator, at 1-815-622-1108; promptly to allow the City of Rock Falls to make reasonable accommodations within 48 hours of the scheduled meeting.

REGULAR MEETING MINUTES OF THE MAYOR AND

ALDERMEN OF THE CITY OF ROCK FALLS

January 19th, 2016

The regular meeting of the Mayor and City Council of Rock Falls, Illinois was called to order at 6:30 p.m. January 19th, 2016 in the Council Chambers of Rock Falls by Mayor William B. Wescott.

City Clerk Eric Arduini called the roll following the pledge of allegiance. A quorum was present including Mayor William B. Wescott, Aldermen Reitzel, Logan, Snow, Kuhlemier, Schuneman, Kleckler, and Watts. Alderman Folsom was absent. In addition City Attorney James Reese, and City Administrator Robbin Blackert were present.

Mayor Wescott reported that he had spoken to Alderman Folsom, and his wife had just been released from the hospital.

Community Affairs:

1. Bethany Bland, CEO, Rock Falls Chamber of Commerce, informed the Council about upcoming events. Mrs. Bland reminded the Council about the upcoming Annual Dinner on February 25th, 2016

Consent Agenda:

A motion was made to approve the consent agenda with item number 3 being changed to \$1050.00 by omnibus designation by Alderman Watts and second by Alderman Logan

1. Approve the Minutes of the January 5th, 2016 Regular Council Meeting
2. Approval of bills as presented
3. Renewal of IDNR License No. 3090 for the operation and maintenance of a storm sewer pipe along the Hennepin Canal. The five year agreement is in the amount of \$1100.00. (\$1050.00)

Vote 7 aye, motion carried

City Administrator Robbin D. Blackert:

A motion for the approval of the agreement with Terracon for a Phase 2 environmental study of the Schmitt property was made by Alderman Kuhlemier, and second by Alderman Snow. City Administrator Robbin Blackert explained that the study will cost \$10,800, and the proposal had been reviewed by attorney Rick Palmer.

Vote 7 aye, motion carried

A motion was made by Alderman Kuhlemier, and second by Alderman Logan to approve **Resolution 2016-730** authorizing an amendment to the contract for purchase of land from George and Janet Hallman. This amendment extends the closing date to March 31st, 2016.

Vote 7 aye, motion carried

A motion for the approval of the amended agreement, and additional documents with Rock Falls Hotel Group was made by Alderman Snow, and second by Alderman Schuneman. Attorney Jim Reese explained that the amended agreement does not change anything other than a new contractor is listed as the former contractor on the project went out of business. This is the formal agreement extending the time allowed for work to be completed. The motion is contingent upon the review of the sources and uses documents being updated and approved by the City Attorney.

Representatives from Rock Falls Hotel Group gave the Council an update of the progress at the hotel. Neil Densmore reported that tiling is done on the third floor, and the drywall is going up on the first floor. Alderman Kuhlemier thanked the representatives for the tour of the hotel.

Vote 5 aye, motion carried (Aldermen Reitzel and Logan recused themselves from the vote)

Administrator Blackert informed the Council that the bids were let for the Limestone Building demolition. The contract will be with Terracon, and bidders may find the information on the City's website for the bid. Adm. Blackert announced that representatives from the IEPA and USEPA will be visiting the site on February 4th.

Alderman Klecker asked what the site will look like after the demolition.

Administrator Blackert could not tell until the bids are in, as that is all part of the bid through Terracon.

Information/Correspondence:

Eric Arduini, City Clerk

A motion was made by Alderman Watts and second by Alderman Reitzel to approve the recommendation from the Public Works-Property Committee to award to the Cash Farm Lease for Sewer Plant farmland to the high bidder Mike Gaulrapp in the amount of \$300.00/acre 3-1-2016 through 2-28-2017.

Vote 7 aye, motion carried

Department Heads:

Sewer Superintendent Ed Cox explained to the Council that along with the latest EPA permit for sewer discharge, the EPA has now added the requirement for Rock Falls to do studies on how to reduce phosphorus, and develop a Capacity, Management, Operations, and Maintenance (CMOM) Plan. Stanley Consultants of 8501 West Higgins Road Suite 730 Chicago, IL. is currently working on permit issues with the sewer system, and has submitted their proposals for both. The cost of the CMOM plan is not to exceed \$110,000, and the cost of the Nutrient Reduction Plan is not to exceed \$57,000. These are new unfunded mandates required to obtain the permit to operate the sewer plant. A motion to approve the contract with Stanley Consultants for the CMOM plan was made by Alderman Reitzel, and second by Alderman Watts.

Vote 7 aye, motion carried

A motion was made by Alderman Reitzel, and second by Alderman Watts to approve the Nutrient Reduction Plan development with Stanley Consultants 8501 West Higgins Road Suite 730 Chicago, IL. in an amount not to exceed \$57,000.

Vote 7 aye, motion carried

Twin City Joint Fire Command Chief Gary Cook spoke about the tragic events that happened in the previous week with a house fire on Second Avenue. Because of this the Red Cross will be going door to door in the neighborhood handing out fliers. If residents call the number on the back of the flier, the Red Cross will provide families with smoke detectors. The City participates in the State Fire Marshall smoke detector program due to the lack of a state budget the City currently has none on hand.

Water Superintendent Ted Padilla informed the Council that the recent bids for the new Well #7 project had been reviewed by the Public Works Committee and the committee along with the City Engineers recommend the low bidders for both contracts. The contracts will be funded by a Illinois EPA revolving loan. Purchase of a Byron - Jackson pump and liner will be separate, and not paid through EPA funds.

A motion was made by Alderman Reitzel, and second by Alderman Logan for the approval to award the bid of Well #7 Project Contract #1 to Brotcke Well & Pump 750 Merus Court Fenton MO. 63026 in the amount of \$180,798.00

Vote 7 aye, motion carried

A motion was made by Alderman Reitzel, and second by Alderman Watts for the approval to award the bid of Well #7 Project Contract #2 to O'Brien Civil Works 7495 Judson Road, Polo, IL 61064 in the amount of \$219,356.00

Vote 7 aye, motion carried

Mr. Padilla stated that Groundwater and Electrical training will begin soon in the grade schools. The City will also be awarding a \$1000.00 college scholarship again in April.

Tourism Director Janell Loos spoke about all of the events coming around the June 25th weekend. Summer Splash, Rock Falls River Chase, and the Bass Pro Shops Big Cat Quest are all happening, and the groups have been working together to make it a perfect blend for the community.

Ward Reports:

Ward 1

Alderman Daehle Reitzel welcomed Alderman Logan back to the Council after being in the hospital.

Alderman George Logan thanked everyone for their thoughts, prayers, and cards. Mr. Logan commended the Fire Departments on their professionalism during the situation and tragedy of the previous week.

Ward 2

Alderman Brian Snow recommended that residents check their smoke alarms, and change out older ones because they can become defective. He had to recently change out a defective one.

Alderman Glen Kuhlemier remarked that when tragedies occur, it gives an opportunity for our communities to come together. We express our sorrow and regrets to the family, and to all who participated in helping with the fire.

Ward 3

Alderman Rod Kleckler inquired about the whereabouts of the "Welcome to Rock Falls" signs at the bridge and Rt. 30 and 40. Administrator Blackert explained that one is at the Street Department, and are in need of some touch ups. It should be fixed up this spring. Alderman Kleckler added that they should be replaced before the City hosts the big events this summer to let tourist know what city they are in.

Ward 4

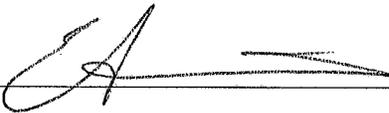
Alderman Watts reminded residents to check the batteries and test their smoke alarms. He asks that families make sure they have a plan, and a backup plan. He also asks all resident to make sure everyone understands the emergency plans.

Mayor's Report:

Mayor Wescott spoke about the tragedies recently with the Adams and Hopkins families, and gives them our sincerest sympathies. He gave a huge thank you to the Fire and Police Departments. Mayor Wescott was impressed with how the two communities came together. It is overwhelming how generous and supportive the schools, churches, and everyone in the community have been. The Firefighters, Police, and Mayors went to the visitation, and did a walk through as a group to show their support, many people commented how much that it was appreciated by the family members. Mayor Wescott stated that our communities are closer than people may think and we should be proud to live in these two cities. There is no reason that it could be closer in so many things, and not need a tragedy to happen.

With nothing else for the good of the Council a motion was made by Alderman Reitzel, and second by Alderman Watts to adjourn the meeting at 7:25pm.

Viva Voce Vote, motion carried



Eric Arduini, City Clerk

CITY OF ROCK FALLS

Rock Falls, Illinois February 2, 2016

To the Mayor and City Council of the City of Rock Falls, Your Committee on Finance would respectfully report that they have examined the following bills presented against the City, and have found the same correct and would recommend the payment of the various amounts to the several claimants as follows:

Tourism		\$7,243.16
General Fund		\$62,534.23
Tax Increment Financing		\$414.00
Industrial Development		-\$220.00
Electric	Electric O & M	\$39,126.06
Broadband Fund		\$146.32
GIS/IT Fund		\$0.00
Sewer	Sewer Revenue/O & M	\$13,072.16
Water	Water Revenue/O & M	\$15,070.74
Garbage		\$11.57
Customer Service Center		\$6,202.29
D.U.I. Fund		\$0.00
Drug Fund		\$0.00
Tobacco Grant		\$0.00
Motor Fuel Tax		\$5,304.59
Customer Utility Deposits		\$2,395.80
		<hr/>
		\$151,300.92

Alderman Kuhlemier
Alderman Watts
Alderman Logan

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CITY OF ROCK FALLS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/01/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

TOURISM			
05	TOURISM		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	1,399.50
200	COM ED	1,411.50	0.11
5128	JANELL LOOS	226.00	58.32
	TOURISM		1,457.93
GENERAL FUND			
01	ADMINISTRATION		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	4,152.77
2985	WALMART COMMUNITY/GEMB	5,263.82	393.45
4000	ROCK FALLS COMMUNITY	116,000.94	8,333.34
4310	PITNEY BOWES	2,945.80	500.00
4331	CIRCUIT CLERK OF LEE COUNTY	3,820.00	300.00
4333	CIRCUIT CLERK OF OGLE COUNTY	500.00	300.00
4392	WILLIAM B WESCOTT	1,908.22	40.00
753	ROCK FALLS CHAMBER OF COMMERCE	5,020.13	500.00
	ADMINISTRATION		14,519.56
02	CITY ADMINISTRATOR		
4972	ROBBIN BLACKERT	413.70	40.00
	CITY ADMINISTRATOR		40.00
03	PLANNING/ZONING		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	214.00
	PLANNING/ZONING		214.00
04	BUILDING		
194	GRUMMERT'S HARDWARE - R.F.	5,841.06	7.16
2183	PILLARS' REPAIR INC	2,358.22	266.88
2797	MARK SEARING	360.00	40.00
2985	WALMART COMMUNITY/GEMB	5,263.82	14.95
795	SBM BUSINESS EQUIPMENT CENTER	5,995.87	107.00
	BUILDING		435.99

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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
05	CITY CLERK'S OFFICE		
2985	WALMART COMMUNITY/GEMB	5,263.82	6.53
771	PINNEY PRINTING CO	4,304.05	534.16
	CITY CLERK'S OFFICE		540.69
06	POLICE		
1448	COMMUNICATION REVOLVING FUND	7,674.72	279.12
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	388.00
2268	SINNISSIPPI ROD AND GUN CLUB		2,750.00
295	PAM ERBY	1,007.53	50.00
2985	WALMART COMMUNITY/GEMB	5,263.82	114.19
3010	CUSTOM MONOGRAM	2,774.90	42.00
3168	AUNT DI'S THINGS		70.00
350	GISI BROS. INC.	6,899.54	237.89
4103	CHAD D HERMES	368.01	28.22
4579	CROWN EXTERMINATORS, INC	100.00	50.00
4692	PANTHER UNIFORMS, INC.	2,141.08	180.35
5110	KUNES COUNTRY AUTO GROUP	2,911.47	379.95
795	SBM BUSINESS EQUIPMENT CENTER	5,995.87	100.14
	POLICE		4,669.86
10	STREET		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	18.00
194	GRUMMERT'S HARDWARE - R.F.	5,841.06	171.91
2631	HOUSE'S TRUCK & AUTO REPAIR	18,820.81	1,203.38
2771	PAETEC	2,453.66	77.07
2985	WALMART COMMUNITY/GEMB	5,263.82	71.82
4796	VERIZON WIRELESS	12,357.43	59.91
55	ARAMARK UNIFORM SERVICES, INC.	17,847.57	124.21
	STREET		1,726.30
12	PUBLIC PROPERTY		
1279	WILCO RENTAL	927.08	94.95
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	9,990.00
2985	WALMART COMMUNITY/GEMB	5,263.82	78.36
4626	ENGEL ELECTRIC CO.	27,687.78	487.50
	PUBLIC PROPERTY		10,650.81

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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
13	FIRE		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	-440.00
194	GRUMMERT'S HARDWARE - R.F.	5,841.06	64.09
2684	ILLINOIS FIREFIGHTERS ASSOC.		125.00
295	PAM ERBY	1,007.53	50.00
2985	WALMART COMMUNITY/GEMB	5,263.82	174.71
325	FOSTER COACH SALES	749.28	237.00
4396	GARY COOK	529.31	40.00
4796	VERIZON WIRELESS	12,357.43	116.35
603	BILL MILBY	625.53	40.00
724	RANDY'S TRUCK REPAIR, INC.	4,886.41	373.89
838	THE SHERWIN - WILLIAMS CO.	264.05	145.00
T0003424	BLULINE		650.00
T0003425	TERRENCE G MCCANN & ASSOC		150.00
	FIRE		1,726.04
INDUSTRIAL DEVELOPMENT FUND			
14	INDUSTRIAL DEVELOPMENT		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	-220.00
	INDUSTRIAL DEVELOPMENT		-220.00
TAX INCREMENT FINANCING FUND			
16	TAX INCREMENT FINANCING		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	414.00
	TAX INCREMENT FINANCING		414.00
ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
1255	VERMEER SALES & SERVICE OF	8,200.34	1,424.68
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	791.00
1493	WILLIAM & MARY COMPUTER CENTER	49,406.70	34.95
1527	RESCO	37,174.22	947.00
1581	RICHARD SIMON	658.97	550.00
194	GRUMMERT'S HARDWARE - R.F.	5,841.06	28.62
2063	TRUGREEN PROCESSING CENTER	5,000.00	537.50
219	CRESCENT ELECTRIC	2,904.65	69.77

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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
260	DRAKE SCRUGGS EQUIPMENT	2,651.86	13,858.87
2771	PAETEC	2,453.66	164.52
2844	HODGE DWYER & DRIVER	9,483.00	7,385.88
2985	WALMART COMMUNITY/GEMB	5,263.82	5.28
4118	JEFF BRIGHT RV REPAIR & SALES	88.99	14.99
4207	O'REILLY AUTOMOTIVE INC	5,968.79	45.98
4215	POWER LINE SUPPLY	11,437.00	749.88
440	ILLINOIS MUNICIPAL UTILITIES	6,401.57	150.00
4626	ENGEL ELECTRIC CO.	27,687.78	692.44
4730	FLETCHER-REINHARDT CO	65,117.89	69.00
4744	RISE BROADBAND	7,667.91	519.63
4796	VERIZON WIRELESS	12,357.43	468.64
5008	POWER SYSTEM ENGINEERING INC	57,314.30	3,996.25
5127	JM TEST SYSTEMS	8,824.74	256.25
55	ARAMARK UNIFORM SERVICES, INC.	17,847.57	465.70
964	UUSCO		99.20
T0000821	MARY K VANHORN		51.00
T0005020	RONALD COOK	200.00	200.00
	OPERATION & MAINTENANCE		33,577.03
BROADBAND FUND			
21	BROADBAND FUND		
5018	USIC LOCATING SERVICES LLC	5,079.78	146.32
	BROADBAND FUND		146.32
SEWER FUND			
30	SEWER		
T0000821	[REDACTED]		25.80
	SEWER		25.80
38	OPERATION & MAINTENANCE		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	4,919.50
194	GRUMMERT'S HARDWARE - R.F.	5,841.06	26.05
200	COM ED	1,411.50	139.75
2517	PRAIRIE HILL RDF	7,897.90	1,027.38

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SEWER FUND			
38	OPERATION & MAINTENANCE		
2985	WALMART COMMUNITY/GEMB	5,263.82	19.00
	OPERATION & MAINTENANCE		6,131.68
WATER FUND			
40	WATER		
4361	FERGUSON WATERWORKS #2516	112,206.91	1,609.46
T0000821	[REDACTED]		12.11
	WATER		1,621.57
48	OPERATION & MAINTENANCE		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	1,333.00
169	CITY OF DIXON	3,152.00	17.00
1740	VIKING CHEMICAL CO	8,853.11	837.50
194	GRUMMERT'S HARDWARE - R.F.	5,841.06	81.47
2771	PAETEC	2,453.66	75.12
2985	WALMART COMMUNITY/GEMB	5,263.82	118.71
3107	CULVER'S	247.51	35.79
364	GRUMMERTS HARDWARE - STERLING	1,501.02	11.40
4207	O'REILLY AUTOMOTIVE INC	5,968.79	13.14
423	AT&T	13,983.41	342.23
4361	FERGUSON WATERWORKS #2516	112,206.91	1,857.33
4796	VERIZON WIRELESS	12,357.43	38.01
4980	STEVE LEACH	5,140.00	1,200.00
631	MURRAY & SONS EXCAVATING, INC	88,749.50	1,610.00
	OPERATION & MAINTENANCE		7,570.70
GARBAGE FUND			
50	GARBAGE		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	-110.00
4446	MORING DISPOSAL, INC.	299,592.12	82.50
T0000821	[REDACTED]		7.09
	GARBAGE		-20.41

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CUSTOMER SERVICE CENTER			
51	CUSTOMER SERVICE CENTER		
1472	WARD, MURRAY, PACE & JOHNSON	123,347.95	792.00
2985	WALMART COMMUNITY/GEMB	5,263.82	21.91
5063	SEDONA STAFFING	37,666.38	2,552.58
T0003426	ROCKFORD TECH-SYSTEMS, INC		231.50
	CUSTOMER SERVICE CENTER		3,597.99
MOTOR FUEL TAX FUND			
65	MOTOR FUEL TAX		
2555	CARGILL INC.	1,675.76	3,342.18
	MOTOR FUEL TAX		3,342.18
	TOTAL ALL DEPARTMENTS		92,168.04

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INVOICES DUE ON/BEFORE 01/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

TOURISM			
05	TOURISM		
176	PETTY CASH	476.25	35.65
5015	CARD SERVICE CENTER	53,486.97	744.83
689	PITNEY BOWES GLOBAL	8,868.21	4.75
T0003423	KEN FREEMAN OUTDOOR PROMOTIONS		5,000.00
	TOURISM		5,785.23
GENERAL FUND			
01	ADMINISTRATION		
4331	CIRCUIT CLERK OF LEE COUNTY	3,620.00	200.00
4744	RISE BROADBAND	7,277.78	19.51
5015	CARD SERVICE CENTER	53,486.97	372.64
689	PITNEY BOWES GLOBAL	8,868.21	2.04
795	SBM BUSINESS EQUIPMENT CENTER	5,178.19	662.06
	ADMINISTRATION		1,256.25
02	CITY ADMINISTRATOR		
4744	RISE BROADBAND	7,277.78	23.41
689	PITNEY BOWES GLOBAL	8,868.21	0.65
795	SBM BUSINESS EQUIPMENT CENTER	5,178.19	62.26
	CITY ADMINISTRATOR		86.32
03	PLANNING/ZONING		
1052	SAUK VALLEY MEDIA	7,079.76	81.90
689	PITNEY BOWES GLOBAL	8,868.21	0.70
	PLANNING/ZONING		82.60
04	BUILDING		
2157	INTERNATIONAL ASSOCIATION OF		120.00
4201	JESSE'S TOWING & SERVICE	505.20	151.16
4234	SUBURBAN BUILDING OFFICIALS		75.00
4744	RISE BROADBAND	7,277.78	46.82
689	PITNEY BOWES GLOBAL	8,868.21	63.88

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INVOICES DUE ON/BEFORE 01/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
04	BUILDING		
795	SBM BUSINESS EQUIPMENT CENTER	5,178.19	93.36
T0001957	ILLOWA		25.00
T0003020	AACE		75.00
	BUILDING		650.22
05	CITY CLERK'S OFFICE		
4744	RISE BROADBAND	7,277.78	66.31
5015	CARD SERVICE CENTER	53,486.97	31.86
5087	ERIC ARDUINI	638.90	115.56
689	PITNEY BOWES GLOBAL	8,868.21	111.51
	CITY CLERK'S OFFICE		325.24
06	POLICE		
1052	SAUK VALLEY MEDIA	7,079.76	45.50
1165	COMPLETE ELECTRICAL CONTR. INC	43,437.48	457.78
176	PETTY CASH	476.25	14.00
4744	RISE BROADBAND	7,277.78	97.53
4796	VERIZON WIRELESS	11,580.83	317.63
5015	CARD SERVICE CENTER	53,486.97	253.59
55	ARAMARK UNIFORM SERVICES, INC.	17,696.02	51.00
651	NICOR	21,772.86	93.43
689	PITNEY BOWES GLOBAL	8,868.21	20.11
752	ROCK FALLS AREA DOG CONTROL	4,684.80	543.44
T0002794	J.R.'S TOWING	50.00	100.00
T0002918	SAUK VALLEY TOWING		200.00
T0003405	R.K. TOWING & RECOVERY	100.00	100.00
	POLICE		2,294.01
07	CODE HEARING DEPARTMENT		
4929	TIMOTHY J SLAVIN	5,200.00	650.00
689	PITNEY BOWES GLOBAL	8,868.21	44.59
	CODE HEARING DEPARTMENT		694.59

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CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 01/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
10	STREET		
1449	QUALITY READY MIX	17,786.00	660.00
194	GRUMMERT'S HARDWARE - R.F.	5,324.83	125.24
4207	O'REILLY AUTOMOTIVE INC	5,960.18	12.88
4429	LARRY SPINKA		49.44
4744	RISE BROADBAND	7,277.78	23.41
	STREET		870.97
12	PUBLIC PROPERTY		
1052	SAUK VALLEY MEDIA	7,079.76	286.65
194	GRUMMERT'S HARDWARE - R.F.	5,324.83	35.99
423	AT&T	13,651.70	220.16
4640	TERRACON CONSULTANTS, INC.	12,427.02	18,889.39
	PUBLIC PROPERTY		19,432.19
13	FIRE		
1293	CHARLES B. HOLM		150.00
194	GRUMMERT'S HARDWARE - R.F.	5,324.83	10.33
2451	MENARDS	3,456.58	225.95
2776	EAGLE ENGRAVING INC		127.95
3173	MES - ILLINOIS	515.50	220.18
350	GISI BROS. INC.	6,870.40	29.14
4385	ILLINOIS FIRE STORE	1,208.60	194.86
4744	RISE BROADBAND	7,277.78	23.41
5015	CARD SERVICE CENTER	53,486.97	21.75
5032	COMCAST	118.95	19.68
651	NICOR	21,772.86	280.28
689	PITNEY BOWES GLOBAL	8,868.21	5.00
T0003419	FIRE TEXT RESPONSE, LLC		1,000.00
	FIRE		2,308.53
40	HOME GRANT PROGRAMS		
689	PITNEY BOWES GLOBAL	8,868.21	10.06
	HOME GRANT PROGRAMS		10.06

INVOICES DUE ON/BEFORE 01/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
1634	JULIE, INC.		713.01
1702	INTERSTATE ALL BATTERY CENTER	456.92	299.85
176	PETTY CASH	476.25	0.22
194	GRUMMERT'S HARDWARE - R.F.	5,324.83	61.95
2611	FISCH MOTORS INC	241.00	49.25
2631	HOUSE'S TRUCK & AUTO REPAIR	17,902.09	918.72
4118	JEFF BRIGHT RV REPAIR & SALES		88.99
4207	O'REILLY AUTOMOTIVE INC	5,960.18	-19.25
423	AT&T	13,651.70	111.55
4730	FLETCHER-REINHARDT CO	65,103.89	14.00
5015	CARD SERVICE CENTER	53,486.97	2,805.02
689	PITNEY BOWES GLOBAL	8,868.21	5.72
T0001749	ILLINOIS ENVIRONMENTAL		500.00
	OPERATION & MAINTENANCE		5,549.03
SEWER FUND			
38	OPERATION & MAINTENANCE		
1165	COMPLETE ELECTRICAL CONTR. INC	43,437.48	1,471.21
1634	JULIE, INC.		713.01
194	GRUMMERT'S HARDWARE - R.F.	5,324.83	26.96
200	COM ED	1,381.35	30.15
4014	IL DEPT OF NATURAL RESOURCES	1,600.00	1,050.00
4119	USA BLUE BOOK	4,897.26	329.62
4207	O'REILLY AUTOMOTIVE INC	5,960.18	14.98
4446	MORING DISPOSAL, INC.	298,692.12	900.00
4664	STAPLES BUSINESS ADVANTAGE	2,564.90	174.42
4686	BRENNTAG MID-SOUTH, INC.	15,410.86	1,968.46
4744	RISE BROADBAND	7,277.78	23.41
4796	VERIZON WIRELESS	11,580.83	208.22
689	PITNEY BOWES GLOBAL	8,868.21	4.24
	OPERATION & MAINTENANCE		6,914.68
WATER FUND			
40	WATER		
1165	COMPLETE ELECTRICAL CONTR. INC	43,437.48	1,004.78
194	GRUMMERT'S HARDWARE - R.F.	5,324.83	125.35
	WATER		1,130.13

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CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 01/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER FUND			
48	OPERATION & MAINTENANCE		
1449	QUALITY READY MIX	17,786.00	707.00
1634	JULIE, INC.		713.01
169	CITY OF DIXON	3,141.00	11.00
194	GRUMMERT'S HARDWARE - R.F.	5,324.83	130.41
2451	MENARDS	3,456.58	33.97
4361	FERGUSON WATERWORKS #2516	112,075.46	131.45
4744	RISE BROADBAND	7,277.78	27.31
4796	VERIZON WIRELESS	11,580.83	250.75
4913	MID-WEST TRUCKERS ASSOC INC	1,190.00	51.00
5015	CARD SERVICE CENTER	53,486.97	625.15
533	ELECTRONICS, INC.	10,513.08	42.00
55	ARAMARK UNIFORM SERVICES, INC.	17,696.02	100.55
631	MURRAY & SONS EXCAVATING, INC	86,829.50	1,920.00
689	PITNEY BOWES GLOBAL	8,868.21	4.74
	OPERATION & MAINTENANCE		4,748.34
GARBAGE FUND			
50	GARBAGE		
5015	CARD SERVICE CENTER	53,486.97	31.98
	GARBAGE		31.98
CUSTOMER SERVICE CENTER			
51	CUSTOMER SERVICE CENTER		
4744	RISE BROADBAND	7,277.78	39.01
5063	SEDONA STAFFING	35,150.10	2,516.28
689	PITNEY BOWES GLOBAL	8,868.21	49.01
	CUSTOMER SERVICE CENTER		2,604.30
MOTOR FUEL TAX FUND			
65	MOTOR FUEL TAX		
1052	SAUK VALLEY MEDIA	7,079.76	286.65
2555	CARGILL INC.		1,675.76
	MOTOR FUEL TAX		1,962.41

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CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 01/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CUSTOMER UTILITY DEPOSITS			
75	CUSTOMER UTILITY DEPOSITS		
1289	CITY OF ROCK FALLS UTILITIES	266,623.96	50.00
T0003421			45.80
T0003422	WHISKEY BARREL		2,300.00
	CUSTOMER UTILITY DEPOSITS		2,395.80
	TOTAL ALL DEPARTMENTS		59,132.88

Electric Department Cost of Service Study 11:00 January 20th, 2016

Company Name	Address	Phone	Fee Total
1. Stanley Consultants	8000 S. Chester St. Centennial Co.	563-264-6739	\$24,400
2. New Gen Solutions	112 Westwood Pl. Suite 185 Brentwood Tn. 37027	615-970-7875	Opt. 1 \$40,000 Opt. 2 \$100,000
3. BHMG	630 Jeffco Blvd. Arnold Mo. 63010	636-296-8600	\$24,850
4. Burns McDonald	9400 Ward Parkway Kansas City Mo. 64114	630-724-3200	\$40,250
5. USF	185 Sun Meadow Ct. Holland Mi.	616-393-9722	\$27,450
6. PSE	6919 E. 10 th Street Suite E- 1A Indianapolis, In. 46219	317-322-5906	\$29,500
7.			

Electric Cost Of Service, Financial Plan And Rate Design Study

	Stanley		BHMGM		USF	
	20 Weeks		None Given		12 Weeks	
Review RFED's revenue projections for reasonableness and recommend any needed changes to the current methodology.	Task 2 Found Easy	5	Page 1	4	Page 12	8
Review RFED's expense projections for reasonableness and recommend any needed change(s) to the current methodology. Determine appropriate rate-of-return on utility assets. Recommend appropriate rate-of-return. Include explanation of need for rate-of-return and basis of calculation of recommendation	Task 2 Found Easy	6	Page 1	4	Page 12	8
Assess and recommend the minimum cash reserve level for the electric utility using either a cash basis or utility base. Explain the methodology and reason for the selection.	Task 2 Out of order	6	Did not Find	0	Page 13	8
Determine utility revenue requirements for the test year and over a five year planning horizon. Financial projection should include a financial statement projection, and cash flow.	Task 2 Out of order Utility Basis Only	5	Page 1	3	Page 13	8
Calculate the debt coverage ratio for the test year and the five year planning horizon.	Task 2 Had to hunt for it in the Bid	4	Page 1	4	Page 15	8
Determine rate adjustment needed for the five-year planning horizon and rate track to achieve required adjustment.	Task 2	6	Did not Find	0	Page 16	8
Explain if annual rate adjustments are to meet cash reserve requirements or debt coverage requirements	Task 3	5	Page 2	3	Page 17	8
Review RFED's customer class definitions and recommend any needed changes to current methodology.	Did not Find	0	Did not Find	0	Page 17	8
Review RFED's customer class co-incidental demand values and provide comparative state or national values.	Did not Find	0	Page 3	5	Page 17	8
Perform Cost-of-Service Analysis. After discussion with RFED staff, define which type of cost-of service will be performed (Average Embedded or Marginal Cost) and explain selection.		6	Did not Find	0	Page 18	8
Perform the cost-of-service analysis including:		5	Did not Find	0	Page 18	8
Unbundling of costs	Task 4 - 5	7	Page 3	6	Page 20	8
a) Recommend Customer charge for each customer class	Task 4 - 5	5	Did not Find	0	Page 21	8
b) Recommend Transmission/Distribution charge for each customer class or estimate kWh usage level necessary to recover costs.	Task 4 - 5	5	Did not Find	0	Page 21	8
c) Recommend Demand charge for each customer class or estimate kWh usage level necessary to recover costs	Task 4 - 5	5	Did not Find	0	Page 22	8
d) Determine rate adjustment needed for the five-year planning horizon and rate track to achieve required adjustment.	Task 4 - 5	5	Did not Find	0	Page 23	8
2) Review Industrial Service Rate	Task 4 - 5	5	Did not Find	0	Page 23	8

3) Recommend approach to a time-of-use structure for all or part of the identified customers. Review fees charged to customers and recommend changes to fee schedule for charges:	Task 4 - 5	5 Did not Find	0 Page 24	8
(i) Delinquency Temporary Removal of Service Drop	Task 5	7 Did not Find	0 Page 25	8
(ii) Disconnect/Reconnect Charges including cost differences for	Task 5	7 Did not Find	0 Page 25	8
(iii) Residential and commercial customers	Task 5	7 Did not Find	0 Page 25	8
(iv) Evenings	Task 5	7 Did not Find	0 Page 25	8
(v) Weekends	Task 5	7 Did not Find	0 Page 25	8
Deliverables to include:				
(i) Draft report presented to RFED staff for comment.	Task 6	7 Did not Find	0 Page 25	8
(ii) Final report to include discussion and analysis of the items listed above and Fully updateable cost-of-service model in Excel spreadsheet format provided to RFED	Task 7	7 Did not Find	0 Page 25	8
Four (4) hours of training on the cost-of-service model to be provided to RFED staff	Did not Find	0 Did not Find	0 Page 26	8
Totals		141	29	216

270

City of Rock Falls
Job Description

Position: Superintendent of the Rock Falls Utility Office (RFU)

Reports To: City Administrator

Summary: The Superintendent of the RFU is a full-time permanent position who will manage and supervise all activities of the RFU.

Duties:

- Manage office operations and procedures such as recordkeeping, personnel, information management, filing systems, requisition of supplies and other operations associated with the RFU.
- Prepare packets for Utility Committee meetings and any other meetings as may be necessary.
- Maintain uniform procedures and practices in accordance with the Procedures Manual Governing Utility Service.
- Develop and maintain annual budgets and initiate cost reduction programs.
- Become proficient in all process and procedures of the RFU.
- Formulate and maintain procedures for systematic retention, protection, retrieval, transfer and disposal of records.
- Interpret RFU policies and develop specific operating procedures for the RFU in conjunction with the City Administrator.
- Develop and maintain professional relationships with customers and outside vendors.
- Communicate with, respond to and resolve customer complaints, questions and concerns.
- Prepare monthly utility and financial reports.
- Supervise collections of past due accounts and accounts receivables.
- Prepare and process invoices for payment.
- Develop a training program and schedule for training of new RFU employees and provide all new employees with orientation and training
- Maintain and review personnel records to ensure completeness.
- Approve leave and overtime, review and sign time sheets.
- Manage and assist employee of the RFU in resolving department related issues.
- Conduct RFU employee performance evaluations annually.
- Provide direction and guidance to RFU personnel that will ensure safe working conditions within compliance of local, state and federal safety regulations.
- Manage employees, counsel and motivate employees; investigate complaints or performance concerns; implement disciplinary action as needed in compliance with the Personnel Policy of the City of Rock Falls and the collective bargaining agreement of the subordinate employees.
- Make recommendations to the Administration and Personnel Committee regarding the termination and hiring of employees. Attend meetings which may be outside "normal" business hours as required by the City Administrator, Mayor and City Council.

- Any other duties as may be assigned from time to time.

Qualifications:

- Strong accounting background with management experience.
- Customer Service background preferred.
- College degree or equivalent career experience in accounting and management.

Physical Demands:

- The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly required to sit, use hands, fingers, handle or feel objects, tools or controls, and talk or hear. The employee is occasionally required to stand, walk and reach with hands and arms.
- The employee must occasionally lift and/or move up to 25 pounds.
- Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.

Work Environment:

- Work is performed in office settings and requires sitting for prolonged periods of time, the use of a computer keyboard and screen and providing customer service at a service window.
- Hand-eye coordination and fine manipulation skills are necessary to operate computers and other office equipment.
- Must be able to meet the physical requirements of the class and have mobility, vision, hearing and dexterity levels appropriate to the duties to be performed.



WILLETT HOFMANN
& ASSOCIATES INC
ENGINEERING ARCHITECTURE LAND SURVEYING

January 22, 2016

Mayor and City Council
City of Rock Falls
603 W. 10th Street
Rock Falls, Illinois 61071

Re: Section 16-00000-00-GM
General Maintenance

Dear Mayor and City Council:

Material proposals were received and read today for 2016 MFT General Maintenance activities. All proposals were reviewed for accuracy and completeness and a copy of the bid tab is attached.

It is the recommendation of our office to accept all of the unit price proposals from all of the vendors. Instead of requiring the Street Department to utilize one vendor for each item, the department will have maximum flexibility to make use of all vendors, as conditions and situations dictate.

If you have any questions or concerns regarding the proposals or the recommendation, please do not hesitate to contact me.

Yours very truly,

WILLETT HOFMANN & ASSOCIATES, INC.

By 

Brian Frickenstein, P.E., S.E.

BDF: bf

Encl.

C: Eric Arduini, City Clerk
Robbin Blackert
Larry Spinka, Street Supt.
Colby Ardis

ROCK FALLS, ILLINOIS
 VARIOUS STREETS
 SECTION 16-00000-00-GM
 MATERIAL PROPOSAL
 WHA No. 1471Z15

TABULATION OF BIDS

BID OPENING: January 22, 2016
 10:30 a.m.
 Rock Falls Council Chambers

ATTENDED BY: Brian Frickenstein, WHA
 Eric Arduini, City Clerk
 Colby Ardis, IDOT
 Sean Abbitt, Tri-State Asphalt

CONTRACTOR		CONMAT		Alliance Materials		Asphalt Sales Co.		Tri-State Asphalt		
BID BOND		\$1,000 Cashier Check		\$150 Cashier Check		\$1,000 Cashier Check		\$1,000 Cashier Check		
ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1 Bituminous Patching Mixture (Group I)	200	Ton	\$80.00	\$16,000.00						
Location				Palmyra Road						
Miles / Adjusted Unit Cost				10 miles / \$81.70						
2 Aggregate Surface Course, Type B (CA-6)	160	Ton			\$6.20	\$992.00				
Location				Emerson						
Miles / Adjusted Unit Cost				6.6 Miles / \$7.56						
3 Seal Coat Aggregate, Class C, 3/8" (CA-16)	275	Ton			\$9.25	\$2,543.75				
Location				K's Corner						
Miles / Adjusted Unit Cost				4.2 Miles / \$10.37						
4 HFE-150 Emulsion	10,000	Gal.					\$2.13	\$21,300.00	\$1.85	\$18,500.00
Location							N/A		N/A	
Miles / Adjusted Unit Cost							N/A		N/A	
TOTAL BID PROPOSAL										

Submitted Unit Cost of \$120.00
 per ton for UPM Bituminous
 Patching Mixture (Group II,
 Proprietary)

Price Includes Delivery Charge
 Minimum Load: 5,000 Gallons

Price Includes Delivery Charge
 Minimum Load: 5,000 Gallons

ROCK FALLS, ILLINOIS
 VARIOUS STREETS
 SECTION 16-00000-00-GM
 MATERIAL PROPOSAL
 WHA No. 1471Z15

TABULATION OF BIDS

BID OPENING: January 22, 2016
 10:30 a.m.
 Rock Falls Council Chambers

ATTENDED BY: Brian Frickenstein, WHA
 Eric Arduini, City Clerk
 Colby Ardis, IDOT
 Sean Abbott, Tri-State Asphalt

CONTRACTOR		Rock Vallet Services, Inc.	
BID BOND		\$1,000 Cashier Check	
ITEM	QUANTITY/ UNIT	UNIT PRICE	TOTAL
1 Bituminous Patching Mixture (Group I)	200 Ton	\$80.00	\$16,000.00
Location		13058 Galt Road	
Miles / Adjusted Unit Cost		5 miles / \$81.20	
2 Aggregate Surface Course, Type B (CA-6)	160 Ton		
Location			
Miles / Adjusted Unit Cost			
3 Seal Coat Aggregate, Class C, 3/8" (CA-16)	275 Ton		
Location			
Miles / Adjusted Unit Cost			
4 HFE-150 Emulsion	10,000 Gal.		
Location			
Miles / Adjusted Unit Cost			
TOTAL BID PROPOSAL			