

# Electric Committee Minutes

## January 19, 2016

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The meeting was called to order by Chairman Scott Diekemper on Tuesday, January 19, 2016 at 9 a.m. at Carlyle Electric Department. Committee members present included Scott Diekemper and Judy Smith. Others present included John Hodapp, JoAnn Hollenkamp, Mayor Mike Burton, Rita Jurgensmeyer, Andy Wennerstrom, Kurt Heimann, Kevin Rolfingsmeyer, Dave Miller, Ethan Cox, Dan Cotheren, Koy Spencer, and Chris Christensen.

After reviewing the minutes from the August 19, 2015 meeting, Judy made a motion to approve the minutes. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the meter reading presentation. Dan Cotheren from Anixter gave a presentation on meters. Koy Spencer and Chris Christensen from Tantalus Systems gave a presentation on a metering system. There were no motions.

There was no old business.

There was no new business.

There were no other comments.

There were no public comments.

With no further business to discuss, Scott Diekemper made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned.

Respectfully submitted,  
Martha Reinkensmeyer

# Electric Committee Minutes

## February 22, 2016

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The meeting was called to order by Judy Smith on Monday, February 22, 2016 at 11 a.m. at the Carlyle Electric Department. Committee members present included Jason Edwards and Judy Smith. Scott Diekemper was absent. Others present included John Hodapp, Dave Miller, Ethan Cox, Kevin Rolfingsmeyer, Andy Wennerstrom, Mayor Mike Burton, JoAnn Hollenkamp, Rita Jurgensmeyer, Chris Miller, David Boyer, and Michael Mayer.

After reviewing the minutes from the January 19, 2016 minutes, Jason Edwards made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the automatic meter reading presentation. Chris Miller from Power Solutions gave a presentation along with David Boyer and Michael Mayer from Nighthawk Total Control. There were no motions.

There was no old business.

There was no new business. There were no any other comments.

There were no public comments.

With no further business to discuss, Jason Edwards made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned.

Respectfully submitted,  
Judy Smith

Edited by Martha Reinkensmeyer

# Electric Committee Minutes

## March 2, 2016

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The meeting was called to order on Wednesday, March 2, 2016 at 9 a.m. at the Carlyle Electric Department. Committee members present included Jason Edwards and Judy Smith. Others present included Kent Newkirk, Dave Miller, Ethan Cox, Kevin Rolfingsmeyer, Mayor Mike Burton, JoAnn Hollenkamp, John Hodapp, Andy Wennerstrom, Joe Behrman, Bob Rothermel, Mark Ortega, Jay Turner, Eric Lange, and Kris Thoele.

After reviewing the minutes from the February 22, 2016 meeting, Jason Edwards made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the automatic meter reading presentation. Eric Lange and Mark Ortega from Landis/Gyr gave the presentation. Jay Turner from Fletcher-Reinhardt gave a technical presentation.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Jason made a motion to adjourn. Judy seconded the motion. With all in favor the meeting was adjourned.

Respectfully submitted,  
Judy Smith

Edited by Martha Reinkensmeyer

# Electric Committee Minutes

## March 25, 2016

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The meeting was called to order by Chairman Scott Diekemper on Friday, March 25, 2016 at 7 a.m. at Carlyle City Hall. Committee members present included Scott Diekemper, Jason Edwards, and Judy Smith. Others present included John Hodapp, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 2, 2016 meeting, Judy Smith made a motion to approve the minutes. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was to review the FY 17 budget. See the attached tables. No motions were made.

The second item on the agenda was automatic meter reading. Over the past two months, three vendors have given presentations to the Committee. John Hodapp asked the Committee if this is something they want to pursue. The Committee said that it was. John then stated that he wants all the bells and whistles that are included with a new automatic meter reading system, but that it will have to work with the billing program used at City Hall. It was decided that the new system should include water meters, as well. After much discussion, it was decided to seek permission from Council to go out for bid on the automatic meter reading. John stated that he would have Rob Rothermel write an RFP. No motions were made.

The third item on the agenda was project updates. John discussed the following projects that have been completed or are in the process of being completed.

- The Worthington's after coolers have been cleaned up and put back together. The screen had been repaired and cleaned out. A new pump has been ordered for the cooling tower and it should be here by the end of the month.
- The Fairbanks 8 & 9 cooling tower has been cleaned up for summer use. It was full of leaves. John hopes to have the box alder tree cut down that is causing the leaf problems.
- A cover is being installed over the switchboard, along with an air conditioner to protect the electronics.
- New lights will be installed at the pool and at the Swinging Bridge.
- The approved money was never spent on the diesel fuel metering system. There were problems with All-Line Equipment and John lost confidence in the business. Todd Beavers called the manufacturer of the system and found out what was necessary to become a representative. He took the test and passed. He is now a representative and can buy the system, leaving out the middle man. BHMG will help install the scale system.
- John would like to fix the roof on the plant. The rubber roof is leaking and has been since it was installed. John would like to have someone come and repair the roof. He also wants to put a metal roof on the office.
- New cameras are being installed at the plant.
- Trees are being trimmed on the south circuit.

- E2C2 money has to be spent by April 1, 2016. Street lighting has been replaced along with the lights at the Fish Hatchery, Kreb's Hill, and Governor's Run.
- Super Valu wants to use some of the E2C2 money in the future. At this time, only \$1,500 is allowed per business. The Council would have to approve an increase in this amount. John stated that IMEA should do a study on Super Valu to determine how best to help the business.
- Wildlife guards have been installed and replaced.
- Poles will be replaced on the northwest circuit.
- There is still a small blink in lights when generating and JC Supply is running. A new avenue will need to be explored as to how to fix the problem. John will be contacting BHMG for assistance.

The fourth item on the agenda was future projects. John discussed the following projects he hopes to complete.

- The poles at the Nineteenth Street interconnect are starting to rot and need to be replaced. He will be coming up with a plan to possibly replace them with an aluminum structure. This project will probably begin in 2017.
- The power plant building needs to be tuck pointed.
- Unit B will need to be replaced.
- The 30 bank on the east side of the Pulsar building will possibly need the whole system replaced.
- Vault finders in URD areas will need to be installed.
- Unit 25 will need to be replaced.
- Try to do AMI over two years and pay over two years.
- The parking lot around the plant needs to be oiled and chipped. Concrete needs to be installed in front of the line shed.
- Ethan Cox's schooling will be continued.
- A new apprentice lineman should possibly be hired in anticipation of John's retirement.
- John is still looking for a portable light unit. He would like to find a government issued one through government surplus.
- A decision needs to be made about improving the Fairbanks to meet NESHAPS rules or replace it with a micro system.
- A carbon tax may be coming in the future.
- John stated that he is now on the executive board of IMEA. He will hold this position for one year.
- The Electric Department won the safety award from APPA.

There was no old business.

There was no new business.

There were no public comments.

There were no any other comments.

With no further business to discuss, Jason Edwards made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 8:36 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

### Proposed FY 17 Electric Production Budget

4210 Salaries		\$154,882.00
4510 Health & Dental Insurance		\$14,285.40
4610 Social Security Contributions		\$9,602.68
4620 Retirement Contributions		\$22,232.30
4630 Medicare Contributions		\$2,245.79
4650 Cafeteria Plan		\$0.00
5110 Maintenance Services – Buildings	Fire extinguisher, windows, doors, floors, diesel room, and cooling towers	\$40,000.00
5120 Maintenance Services Equipment	Diesels, pumps, and electric motors	\$40,000.00
5130 Maintenance Services – Vehicles	Unit #20 and #21	\$1,500.00
5150 Maintenance Services – Utility System	Relays, Scada system, S.C. system, engine alignments, and meggaring	\$8,000.00
5320 Engineering	NESHAPS, fuel reports, Scada system, EPA reports	\$20,000.00
5330 Legal Services	Legal	\$500.00
5490 Other Professional Services	Annual reports, Rice NESHAPS compliance testing every three years	\$31,000.00
5510 Postage		\$2,000.00
5520 Telephone		\$2,275.00
5570 IT Software	Software	\$125.00
5580 IT Hardware	Computers	\$1,000.00
5610 Dues	Air permits	\$7,000.00
5620 Travel Expenses	Travel to training	\$500.00
5630 Training	IMEA safety meeting, operator school, and weed school	\$1,500.00
5650 Publications	Books and magazines	\$250.00
5670 Other Professional Development	IMEA meeting	\$500.00
5710 Utilities		\$38,000.00
5760 Electrical Purchases		\$2,700,000.00
5770 Disposal Services		\$0.00
5930 Rentals	Cranes, power tools, and equipment	\$1,000.00
5940 Risk Management Insurance		\$67,934.76
6110 Maintenance Supplies – Buildings	Paints, cleaners, sprays, bolts, nuts, and general building supplies	\$2,000.00
6120 Maintenance Supplies - Equipment	Pumps, parts, filters, valves, and fan upgrades	\$3,000.00

6130 Maintenance Supplies – Vehicles	Oil filters, gaskets, seals, and piping	\$3,000.00
6150 Maintenance Supplies – Utility System	Switch gear, relays, gaskets, computers, pumps, and motors	\$5,000.00
6520 – Operating Supplies		\$0.00
6530 Small Tools		\$2,500.00
6540 Janitorial Supplies/Disinfectants		\$500.00
6550 Automotive Fuel/Oil		\$3,000.00
6560 Chemicals		\$3,000.00
6570 Fuel/Oil Generation		\$100,000.00
6610 Uniforms	Pants, shirts, hats, and boots	\$1,600.00
6650 Other General Supplies		\$1,000.00
7100 Principal Payment		\$0.00
7200 Interest Payment		\$0.00
7400 Reserves/Contingency		\$120,000.00
8400 Vehicles		\$0.00
8500 Utility System	Cooling towers, electric breakers, bearings, exhaust fans, other possible projects, floor repairs, change out overhead lighting, and replace Fairbanks #8 and 9	\$15,000.00
8700 Furniture		\$0.00
8900 Other Improvements	Roof repairs, plant building, diesel repairs, and Christmas projects	\$18,000.00
9290 Miscellaneous Expense		\$2,000.00
9950 G & A	Estimated	\$150,000.00
9992 Transfer to Fund 34		\$67,829.00
9993 Utility Credits		\$0.00

### Proposed FY 17 Electric Distribution Budget

4210 Salaries		\$207,462.00
4510 Health & Dental Insurance		\$19,999.56
4610 Social Security Contributions		\$12,862.64
4620 Retirement Contributions		\$31,119.30
4630 Medicare Contributions		\$3,008.20
4650 Cafeteria Plan		\$0.00
5110 Maintenance Services – Buildings	Building repairs, new apron in front of building, and concrete between buildings	\$10,000.00
5120 Maintenance Services Equipment	Kurkins and hydraulic trucks	\$6,000.00
5130 Maintenance Services – Vehicles	Trucks – repairs	\$5,000.00
5150 Maintenance Services – Utility System	30 meter testing, replays, rubber gloves, and line hose	\$7,000.00
5320 Engineering	Distribution and system upgrades	\$20,000.00
5330 Legal Services	Legal	\$1,800.00
5490 Other Professional Services	DOE reports, substation maintenance, upgrades to SCADA, cap banks, and transformer oil reports	\$20,000.00
5510 Postage		\$2,000.00
5520 Telephone		\$3,500.00
5570 IT Software	Software	\$125.00
5580 IT Hardware	Hardware	\$1,000.00
5620 Travel Expenses	Travel and line schools	\$1,000.00
5630 Training	IMUA safety meetings and line schools	\$5,000.00
5650 Publications	Publications	\$250.00
5670 Other Professional Development	IMEA meeting/IMUA meeting	\$800.00
5710 Utilities		\$38,000.00
5770 Disposal Services		\$2,000.00
5930 Rentals	Cranes, power tools, and line equipment	\$3,000.00
5940 Risk Management Insurance		\$35,045.65
6110 Maintenance Supplies – Buildings	Paints, screws, nails, plywood, etc.	\$4,000.00
6120 Maintenance Supplies – Equipment	Blades, saws, bits, hooks, chain saws, and gauge	\$2,000.00
6130 Maintenance Supplies – Vehicles	Maintenance	\$4,000.00
6150 Maintenance Supplies – Utility System	Meters, wire, PT, CT, cross arms, poles, fuses, transformers, bulbs, lights, and line bolts	\$60,000.00



6520 Operating Supplies		\$0.00
6530 Small Tools		\$3,300.00
6540 Janitorial Supplies/Disinfectants		\$300.00
6550 Automotive Fuel/Oil		\$8,000.00
6610 Uniforms	Shirts, pants, boots, and FR clothing	\$3,700.00
7100 Principal Payment		\$0.00
7200 Interest Payment		\$0.00
7400 Reserves/Contingency		\$120,000.00
8300 Equipment		\$0.00
8400 Vehicles	Replace Unit 20 and sell to Street and Alley	\$55,000.00
8500 Utility System	Schedule in project and other project not on the schedule, new auto read electric meters, and electronic metering system	\$325,000.00
8900 Other Improvements	System extension, substations, building upgrades, and fiber line upgrades	\$15,000.00
9150 Utility Tax NPDES		\$169,356.00
9290 Miscellaneous Expense		\$1,000.00
9950 G & A	Estimate	\$45,000.00
9993 Utility Credits		\$0.00

# Electric Committee Minutes

## June 24, 2016

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The meeting was called to order by Chairman Scott Diekemper on Friday, June 24, 2016 at 8 a.m. at Carlyle City Hall. Committee members present included Scott Diekemper, Jason Edwards, and Judy Smith. Others present included Hollie Sensel, Brenda Johnson, John Hodapp, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 25, 2016 meeting, Judy Smith made a motion to approve the minutes. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was bids for pickup truck. John stated that he wants to seek bids for a new crew cab truck for the Electric Department. The older pickup truck that the Electric Department is currently using would go to the Street and Alley Department. Judy Smith made a motion to seek bids for a new pickup truck. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was diesel fuel upgrade system. John stated that Todd Beavers took a test and is now a distributor for Omnitek. This will allow the cost of the fuel system upgrade to be only \$8,945 and it will have the same warranty. No motions were made.

The third item on the agenda was AMI. John stated that there are currently 10 meters in place that can be automatically shut off and read from City Hall. He wants City Hall and the Electric Department to take the time to practice using this system to see if this is the direction the City should go with automatic meter reading.

The fourth item on the agenda was discussion for hiring apprentice lineman. John stated that the Electric Department's workforce is aging. He would like to see the City hire another apprentice lineman now so that the new lineman is in place when older employees begin retiring in a couple of years. It was decided to add this item to the upcoming Employee Concerns agenda.

The fifth item on the agenda was equipment. John stated that he believes that a hydro excavator would be an asset to the City. However, it is more suited to the Water Department than the Electric Department. John stated that he is willing to use Electric Department funds to purchase the excavator, but is concerned that people would question why the department doesn't use it frequently. Judy stated that all departments would benefit from it and it would get used. It was decided to demo some hydro excavators. John also asked about purchasing floodlights. Jason Edwards made a motion to authorize John Hodapp to spend up to \$7,500 on floodlights at an upcoming auction. Judy Smith seconded the motion. Scott Diekemper would purchase the floodlights under his name, but the lights would sit at the auction site until the City's check cleared. John added that the 1996 bucket truck will need to be replaced in a year or two. It would cost approximately \$145,000. No further motions were made.

The sixth item was old business. John stated that the Electric Department is just now at prestorm capacity. In material alone, the storm cost the City \$19,000 in storm damage. Bills have not yet been received from Mascoutah, Highland, or Breese for their labor or equipment. John added that the roof on

the power plant over the diesel room needs to be replaced. It is a rubber roof. He has received quotes from several roofing companies.

The seventh item was new business. Hollie Sensel stated that during the EDC meeting on June 22, 2016, the idea of painting the electric poles in the school's colors from Randolph Street to Bond Street to show support for the school was discussed. She would take care of paying for the paint and recruiting volunteers to do the painting. Once State Route 127 is resurfaced, she hopes to have Indian stamps placed on it and on the sidewalks. She added that the City would not be responsible for any upkeep. Judy Smith made a motion to allow Hollie Sensel to paint the electric poles from Randolph to Bond Street in the school's colors. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The eighth item on the agenda was any other comments. Judy stated that she had several people asking her how to get food to City employees who were working during the storm. John stated that the food could be taken to the Electric Department office. John stated that a beehive will be placed at the Electric Department.

There were no public comments.

With no further business to discuss, Jason Edwards made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 8:50 a.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Electric Committee Minutes

## July 20, 2016

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The meeting was called to order by Chairman Scott Diekemper on Wednesday, July 20, 2016 at 10 a.m. at Carlyle City Hall. Committee members present included Scott Diekemper and Judy Smith. Jason Edwards was absent. Others present included Mayor Mike Burton, John Hodapp, and Martha Reinkensmeyer.

After reviewing the minutes from the June 24, 2016 meeting, Judy Smith made a motion to approve the minutes. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the bid opening for the new pickup truck. See the table below. After reviewing the bids, Scott Diekemper made a motion to accept the lowest bid. Judy Smith seconded the motion. After a voice vote, all were found in favor.

<b>K &amp; J Chevrolet</b>	<b>Siever Bros, Inc</b>	<b>Wiegman Ford</b>
\$30,011.00	\$30,500.00	\$28,325.00
2016 Silverado	2017 Tradesman	2016 Ford F150
1500 4wd crew cab	1500 4wd crew cab	4wd
Trailer package	Anti-spin differential rear axle	5.0L V8 with Flex Fuel Capacity
Steering column, tilt-wheel, manual with theft-deterrent locking system	Trailer tow mirrors and brake group	Power windows
Power windows front and rear	Remote keyless entry	Power door locks
Power locks	Tow hooks	Keyless entry
Cruise control	Transfer case skid plate shield	Power tailgate lock
Engine, 5.3L EcoTec 3 V8 with Active Fuel Management, Direct Injection and Variable Valve Timing	Front suspension skid plate	Cruise control
Electric Power Steering assist, rack-and-pinion		Manual-folding power glass sideview mirrors

The second item on the agenda was old business. John stated that there was an issue on the Unit B Transformer. The vent on top of the tap changer is defective, causing a valve to stick. He added that this has to be fixed and he will be seeking prices for the cost of the repairs. He also said that the journeyman position has been posted.

There was no new business.

There were no any other comments.

There were no public comments.

With no further to discuss, Scott Diekemper made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 10:28 a.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Electric Committee Minutes

## August 9, 2016

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The meeting was called to order by Chairman Scott Diekemper on Tuesday, August 9, 2016 at 9 a.m. at Carlyle City Hall. Committee members present included Scott Diekemper, Jason Edwards, and Judy Smith. Others present included John Hodapp, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the July 20, 2016 meeting, Judy Smith made a motion to approve the minutes. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the review of applications for the apprentice lineman position. JoAnn stated that she received 14 applications and would like to narrow it down to five or six. However, after reviewing the applications, nine applicants were chosen for interviews. The interviews will be held on Monday, August 15, 2016 starting at 3 p.m. No motions were made.

There was no old business.

The third item on the agenda was new business. John stated that he would like to look into a grinder that would fit on the front of the skid steer. The grinder was recommended to the Electric Department by Jeff Taylor. Jason Edwards stated he would like to see the Electric Department look into placing LED lighting on the Suspension Bridge. The Committee gave John permission to look into both of these items.

There were no any other comments.

There were no public comments.

With no further business to discuss, Judy Smith made a motion to adjourn. Jason Edwards seconded the motion. With all in favor, the meeting was adjourned at 9:54 a.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Electric Committee Minutes

## October 11, 2016

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The meeting was called to order by Chairman Scott Diekemper on Wednesday, October 12, 2016 at 9 a.m. at Carlyle City Hall. Committee members present included Scott Diekemper, Jason Edwards, and Judy Smith. Others present included Mayor Mike Burton, John Hodapp, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the August 9, 2016 meeting, Judy Smith made a motion to approve the minutes. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was hydro vac RFP. John stated that the Water Department, along with the Electric Department, had tried out different hydro vacs and is now ready to do an RFP. JoAnn asked whether or not anyone has considered going through the National Purchase Alliance. John stated that he would look into that. He added that the hydro vac would need to have a boom arm and would be able to be pulled by a  $\frac{3}{4}$  ton pickup. Discussion then ensued as to how to pay for the hydro vac. After a lengthy discussion, it was determined that Electric would pay 50 percent, Water Distribution 15 percent, Sewer 25 percent, and Streets and Alley 10 percent. Judy Smith made a motion to ask Council for permission to bid on a hydro vac and pay it using the before-mentioned breakdown. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was 19<sup>th</sup> Street interconnect. John stated that two new structures would be installed for a permanent fix and that he would get the Committee more information when it was available.

The third item on the agenda was Feeder D update. John stated that Feeder D is now fully repaired from the May 11, 2016 storm.

The fourth item on the agenda was Unit B update. John stated that it is down for repair as of October 12, 2016. Solomon Corporation is replacing the vent on top of it. He added that while it is being repaired, the Electric Department will be trimming the highline on Washington Street from 17<sup>th</sup> Street down to the Power Plant.

The fifth item on the agenda was automatic meter reading. John stated that he has been speaking with Coy Spencer of Anixter. Arrangements will be made for a tour in either Springfield or Palmyra, both in Illinois. John believes the meters could be changed out for automatic meter reading within a year's time and he would like to pay for part of it with this year's budget and the rest out of next year's budget.

The sixth item on the agenda was old business. John stated that he got a quote for lighting the swinging bridge with LED lights from Fletcher Reinhardt for \$2,500. The lights would change colors every three minutes with no constant color. Discussion then turned to lighting the bridge for specific holidays. Lighting Kane Street Bridge was also discussed.

The seventh item on the agenda was new business. John stated that Ameren has requested that the Electric Department move its underground service near the proposed soccer park so that it can relocate

the pipeline and install a regulator and gas valve sites. Ameren would pay for the moving of the electric service. John asked if he could run the electric service through the proposed soccer park as overhead and add street lights along the property. The Committee agreed that the street lights would be nice, but it preferred the service remain underground. John added that Ethan's one year anniversary of employment will be October 26, 2016. JoAnn stated that she will put that on the Council agenda for October 24, 2016. JoAnn also told John that a film crew will be using the downtown area to film a movie December 2-3, 2016 and may need electrical assistance. John added that the new truck will be arriving this week.

There were no any other comments.

There were no public comments.

With no further business to discuss, Scott Diekemper made a motion to adjourn. Jason Edwards seconded the motion. With all in favor, the meeting was adjourned at 9:59 a.m.

Respectfully submitted,  
Martha Reinkensmeyer



# Electric Committee Minutes

## November 21, 2016

The meeting was called to order by Chairman Scott Diekemper on Monday, November 21, 2016 at 9 a.m. at Carlyle City Hall. Committee members present included Scott Diekemper and Judy Smith. Jason Edwards was absent. Others present included Scott Ostowski from Coe Equipment, Zac Scheetz from Key Equipment, Don Perez, John Hodapp, Andy Wennerstrom, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the October 11, 2016 meeting, Judy Smith made a motion to approve the minutes. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was open bids for hydrovac. Bids were received from Ditch Witch, Coe Equipment, Vermeer Midwest, & Key Equipment. See the table below for the bid prices. After reviewing the bids, Judy Smith made a motion to recommend that Council accept the bid from Key Equipment as it followed the bid specs. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

Hydrovac Bid Prices	
Ditch Witch	\$75,805
Coe Equipment	\$67,800
Vermeer Midwest	\$67,832
Key Equipment	\$69,369

The second item on the agenda was discussion of the 19<sup>th</sup> Street interconnect. John stated that four, 45 foot poles wooden poles will be replaced with a substation. It will cost between \$25-30,000. John said that he will get prices and bring them back to the Committee. He wants to pour the concrete in the spring and install the substation next fall. The new substation will have polymer insulators. No motions were made.

The third item on the agenda was RFP for automatic meter reading. John stated that Palmyra, MO and Quiver River Electric have been visited to see how they handle automatic meter reading. John explained that the biggest hurdle will be to find something that works with the billing system. Automatic meter reading systems from Fletcher Rhinehardt and Anixter have been viewed. The meter reading system needs to communicate and synchronize with the billing system. No company has a water meter that shuts off remotely. JoAnn stated that time previously spent on reading meters will be used on GIS. The automatic meter reading system will make manpower more efficient. No motions were made.

The fourth item on the agenda was permission to seek bids for automatic meter reading. JoAnn stated that it would be bid out in December and due back in January. Part of the meter reading system will be paid for out of this fiscal budget. Judy Smith made a motion to recommend that Council go out for bid for an automatic meter reading system. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was old business. John stated that Feeder D is now back up from the storm in May. John added that the west side of town will be surveyed so that Ameren can put in the valve.

There was no new business.

The seventh item on the agenda was any other comments. JoAnn stated that the Christmas parade and fireworks will be held on Friday, November 25, 2016. The Park will be lit at 5:30 and the parade will start at 6 p.m. followed by the fireworks. Arnie Wobbe will flip the switch to light up the Park in all its glory. John said that the seven trees by the concession stand will be dancing to music and that eventually the enchanted forest will be as well. John added that some displays have been replaced with LED bulbs. These bulbs should last 70 years and run on less amps.

There were no public comments.

With no further business to discuss, Judy Smith made a motion to adjourn. Scott Diekemper seconded the motion. With all in favor, the meeting was adjourned at 9:54 p.m.

Respectfully submitted,  
Martha Reinkensmeyer