

# Electric/Water & Sewer Minutes

## January 12, 2017

The meeting was called to order by Electric Committee Chairman Scott Diekemper on Thursday, January 12, 2017 at 11:30 a.m. at Carlyle City Hall. Electric Committee members present included Scott Diekemper, Judy Smith, and Jason Edwards. Water and Sewer Committee members present included Don Perez and Kent Newkirk. Jeff Taylor was absent. Others present included Coy Spencer, John Wieter, Connor Endres, Bob Rothermel, John Hodapp, Joe Behrmann, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the Electric Committee minutes from November 21, 2016 Judy Smith made a motion to approve the minutes. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

After reviewing the Water and Sewer Committee minutes, Kent Newkirk made a motion to approve the minutes. Don Perez seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was AMI bid opening. Bids were received from Fletcher Reinhardt/Landis Gyr and Anixter/Itron. Bob Rothermel read aloud the bid proposals from both companies. He will closely review both bids and will present a final report in approximately two weeks. No motions were made.

The second item on the agenda was discussion of future generation shortages. John Hodapp explained that he has learned that there will be a generation shortfall in 2018. Coal-powered plants are being shut down with nothing to replace them. He stated that this may mean that Carlyle may have to run more. If Carlyle must run more during peak times in the summer, the load must be rotated. John said there could be a need to buy another diesel engine. A diesel engine would cost approximately \$1 million. Permits must be sought and then it takes nine months once the engine is ordered. It could possibly take a year or longer to get the engine. John said that he would get numbers for what an additional diesel engine would cost the City. The City currently has five diesel engines. No motions were made.

The third item on the agenda was HMG comments. John Wieter presented the committees with a timetable for the water main improvements. See the table at the end of the minutes. John stated that Sarah Tebbe wants to review the EPA loan information with JoAnn and possibly the Finance Committee. JoAnn stated that once the Tractor Supply project is completed, Doug Ratermann will be able to focus more on GIS and review the sidewalk plan with Council.

The fourth item on the agenda was old business. John Hodapp gave the committees an update on the substation repairs.

The fifth item on the agenda was new business. John Hodapp gave the committees an update on the upcoming ice storm. There is enough diesel to run for 34 hours if Ameren goes down. He stated that the trucks will be ready to go, if necessary. The chains have been placed on the trucks as part of the Electric Departments preparation plans. JoAnn stated that an application for a Water and Sewer internship has been received. She will pass the information along to Andy Wennerstrom and Joe Behrmann.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 1 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

### Carlyle Water Main Improvements

<b>Task</b>	<b>Approximate End Date</b>	<b>Comments</b>
<b>Pre-Loan Application</b>		Sent to IEPA January 2016
<b>Facility Plan</b>		Sent to IEPA March 2016
<b>Environmental Clearances</b>		Sent to IEPA November 2016
<b>Project Design (Plans &amp; Spec's) Submittal for IEPA Permit</b>	January 2017	
<b>Debt Ordinance (should include all engineering costs, construction costs and 20% contingency on all costs)</b>	January 2017	Can be completed shortly after plans are finished
<b>IEPA Permit Review/Approval</b>	February 2017	60 day reviewing period
<b>Facility Plan Approval by IEPA</b>	February 2017	Chad Rice has been contacted to get a time schedule on when this can be expected
<b>Loan Paperwork Prior to Bidding</b>	February 2017	
<b>PEID with Public Hearing</b>	March 2017	Cannot be completed before Facility plan approval
<b>Bidding (45 day bid period)</b>	April 2017	
<b>IEPA Bid Review/Approval/Loan Paperwork</b>	July 2017	120 days
<b>Contract Award/Agreements/Notice to Proceed</b>	July 2017	
<b>Mobilization and Material Orders</b>	August 2017	
<b>Construction</b>	August 2018	Estimated to take one year from mobilization to completion
<b>Final Cleanup and Demobilization</b>	September 2018	IDOT can do their project after this

# Electric/Water & Sewer Minutes

## February 1, 2017

The meeting was called to order by Electric Chairman Scott Diekemper on Wednesday, February 1, 2017 at 1 p.m. at Carlyle City Hall. Electric Committee members present included Scott Diekemper, Jason Edwards, and Kent Newkirk. Water Committee members present included Kent Newkirk, Scott Diekemper, and Jeff Taylor. Others present included Gene Van Dorn, Bob Rothermel, John Hodapp, Joe Behrman, Andy Wennerstrom, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the January 12, 2017 Electric/Water and Sewer Meeting, Jason Edwards made a motion to approve the minutes. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was AMI Bid Review. Bob Rothermel stated that the two bidders were Anixter and Landis & Gyr. Anixter would be partnering with Tantalus for hosting and software. Fletcher and Reinhardt would be partnering with Landis & Gyr. Both systems meet the City's needs. It was determined to go with remote hosting for security reasons. There were some slight differences between the two, but nothing significant. Landis & Gyr came in lower than Anixter. Andy stated that he had heard bad things about the water meters (Master Meter) that Landis & Gyr included in its bid. Discussion then turned to how the City will pay for the new metering system. JoAnn stated that Water will be responsible for \$450,000. This will be spread over three years. Electric will spread their part over two years, starting with this year's budget. JoAnn stated that the new water meters will increase chances for revenue and enhance the workforce. After some discussion, Jason Edwards made a motion to move forward with Landis & Gyr. Bob Rothermel is to contact Landis & Gyr to determine if the price will be honored with Neptune meters instead of the meter included in the bid, the cost with Neptune meters if the price is not honored, and the price of just the modules if the City must purchase the meters separately. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the roof at the Water Department. Andy Wennerstrom had received two quotes for the roof late last year. Lakeside Roofing's quote was significantly lower than Martin Roofing's. The Water and Sewer Committee had asked Andy to research Lakeside Roofing. Andy stated that he received several letters of recommendation for Lakeside Roofing. Jeff Taylor made a motion to have Lakeside Roofing repair the roof at the Water Department. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

There was no old business.

There was no new business.

The fifth item on the agenda was any other comments. Joe Behrman stated that the new lift station pump had been delivered. It was purchased to have on hand in case one of the lift stations goes out. Joe added that work has begun on replacing the manholes near the Corps property. John Hodapp said that the power has been rerouted for Ameren's above-ground valve site that will be situated on City property.

There were no public comments.

With no further business to discuss, Scott Diekemper made a motion to adjourn. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 1:46 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Electric/Water & Sewer Minutes

## February 13, 2017

The meeting was called to order by Electric Committee Chairman Scott Diekemper on Monday, February 13, 2017 at 5:30 p.m. at Carlyle City Hall. Electric Committee members present included Scott Diekemper, Jason Edwards, and Kent Newkirk. Water and Sewer Committee members present included Kent Newkirk, Scott Diekemper, and Jeff Taylor. Others present included Gene Van Dorn, Bob Rothermel, Andy Wennerstrom, Joe Behrman, John Hodapp, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the February 1, 2017 Electric/Water and Sewer meeting, Kent Newkirk 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 water meters. JoAnn began by saying that the bid from Landis Gyr included Master Meters for the water meters. Master Meters has no reputation in the area. The Water Department currently uses Neptune meters. JoAnn stated that the Committees needed to decide what to do with the water meters. The options were to go with a bid received from Schulte Supply for Neptune Meters and waive the bidding process or bid out for Neptune meters. Both options would require the Committee to accept the bid from Landis Gyr minus the water meters. At this point, Gene Van Dorn questioned the Committees as to what exactly would be gained by converting to AMI, especially for Electric. JoAnn Hollenkamp and John Hodapp both stated that workers would no longer have to read meters, red tags would no longer have to be hung, the City would be moving forward with technology, and the workforce would be enhanced. It was also pointed out that this would allow the Water Department to be more efficient. With the new meters, Water would be capturing more accurate readings and would increase their revenue. JoAnn stated that this is also one instance where Electric can help the Water Department by paying for the infrastructure and software. Jason Edwards made a motion to accept the bid from Landis Gyr minus the water meters and to bid out for Neptune water meters. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was inter-department cooperation for water meters. JoAnn stated that Jeff Taylor came to her and asked if it was possible to have the Electric Department help the Water Department install water meters. JoAnn said that after speaking with Andy, Joe, and John it was decided that this could be done. No motions were made.

The third item on the agenda was purchase dump truck. John stated that there is a one ton dump truck for sale in Bloomington, Illinois for \$25,900. He added that he has \$25,800 in his budget. JoAnn stated that she would like John to be able to purchase the truck on site, if he decides the truck is what he needs. She said that she spoke with Chad Holthaus and there are three options for paying for the truck. John could be sent with multiple checks pre-printed with different amounts, money could be wired, or a blank check could be sent with John. After some discussion, Scott Diekemper made a motion to allow John Hodapp to spend up to \$25,900 on the dump truck and to send a blank, signed check made out to that company. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was old business. John stated that he received a quote for \$31,800 for LED lighting for the Suspension Bridge. With these lights, the Bridge could be any color. John asked JoAnn if it was possible to get grant money for this, as she is currently working on a grant for repairs for the Suspension Bridge. John added that he will be receiving one more quote. JoAnn stated that she would look into grant money for the lights.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Scott Diekemper seconded the motion. With all in favor, the meeting was adjourned at 5:59 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Water and Sewer Minutes

## March 8, 2017

The meeting was called to order by Chairman Kent Newkirk on Wednesday, March 8, 2017 at 9 a.m. at Carlyle City Hall. Committee members present included Kent Newkirk and Jeff Taylor. Scott Diekemper was absent. Others present included Derek Johnson from Schulte Supply, Matt Carls and Vernon Wise from Midwest Meter Inc., Judy Smith, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the February 13 meeting, Jeff Taylor made a motion to approve the minutes. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was water meter bid opening. Bids were received from Schulte Supply and Midwest Meter Inc. (See the table below.) The bid results will be sent to Bob Rothermel for review. No motions were made.

	<b>SCHULTE SUPPLY</b>	<b>MIDWEST METER, INC.</b>
<b>¾" METER</b>	\$95.38 Trident 10	\$76.73 Badger MLP
<b>1" METER</b>	\$175.40 Trident 10	\$138.71 Badger M55
<b>1 ½" METER</b>	\$393.29 Trident 10	\$332.08 Badger M120
<b>2" METER</b>	\$499.00 Trident 10	\$475.78 Badger M170
<b>2" COMPOUND METER</b>	\$1,193.44 Tru/Flo	\$1,323.89 Badger CS
<b>3" COMPOUND METER</b>	\$1,773.90 Tru/Flo	\$1,578.80 Badger CS
<b>4" COMPOUND METER</b>	\$2,307.70 Tru/Flo	\$2,493.81 Badger CS
<b>MAXIMUM PERCENTAGE INCREASE</b>	5% during next 24 months	5% during next 24 months
<b>DELIVERY OF EQUIPMENT</b>	Stock 30 days	Stock 45 days

The second item on the agenda was old business. Kent Newkirk asked how the sewer project was progressing on Washington Street. Joe Behrman stated that it is close to being finished.

The third item on the agenda was new business. Andy Wennerstrom stated that he recently learned that the IEPA will now require the Water Department to issue notices any time there is a disturbance to a water line. The notice will be to inform citizens that there may be deposits or debris in the line that may contain lead. Andy added that he will also have to put an ad in the paper before hydrants are flushed.

There were no any other comments.

There were no public comments.

The sixth item on the agenda was executive session to approve executive session minutes. Jeff Taylor made a motion to enter executive session. Kent Newkirk seconded the motion. With all in favor the Committee entered executive session at 9:30 a.m.

There were no executive session items to vote on.

With no further business to discuss, Jeff Taylor made a motion to adjourn. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 9:37 a.m.

Respectfully submitted,  
Martha Reinkensmeyer



# Water and Sewer Minutes

## March 13, 2017

The meeting was called to order by Chairman Kent Newkirk on Monday, March 13, 2017 at 5:30 p.m. at Carlyle City Hall. Committee members present included Kent Newkirk, Scott Diekemper, and Jeff Taylor. Others present included Andy Wennerstrom, Joe Behrman, Judy Smith, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 8, 2017 meeting, Jeff Taylor made a motion to approve the minutes. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was water meter bid results. JoAnn stated that bids were received from Schulte Supply and Midwest Meter, Inc. Schulte put a bid in using Neptune meters and Midwest Meter, Inc. put a bid in using Badger. After the bid opening, Bob Rothermel reviewed the results and determined that Midwest Meter, Inc. had the lowest bid. Its bid was \$200,862.36 and Schulte Supply's bid was \$228,423.15. After some discussion, Kent Newkirk made a motion to recommend the bid for Midwest Meter, Inc. of \$200,862.36. to Council. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was old business. JoAnn stated that there was a preconstruction meeting with Tractor Supply. Tractor Supply plans on breaking ground in April. Kent asked Andy about the roof repair at the Water Plant. Andy stated that there have not been any leaks.

There third item on the agenda was new business. Mayor Burton asked Andy if it would be possible to paint the City logo on the million-gallon storage tank. Andy stated that he would have to speak with the company that painted it to find out what type of paint was used.

There were no any other comments.

There were no public comments.

With no further business to discuss, Scott Diekemper made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned at 5:43 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Water & Sewer Minutes

## March 30, 2017

The meeting was called to order by Chairman Kent Newkirk on Thursday, March 30, 2017 at 9 a.m. at Carlyle City Hall. Committee members present included Kent Newkirk and Scott Diekemper. Jeff Taylor was absent. Others present included Andy Wennerstrom, Joe Behrman, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 13, 2017 meeting, Kent Newkirk 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 a tractor. Joe Behrman stated that the Water and Sewer Department needs a tractor so that the lagoons can be properly mowed. He would like to purchase a tractor that has a bush hog, a back blade, and a bucket in the front. The tractor would be 65-75 horsepower. Joe stated that he had received prices from John Deere (\$49,200), New Holland (\$51,195), and Massey Ferguson (\$46,800). Joe believes that the New Holland would be the better tractor of the three. JoAnn stated that this tractor would benefit all the departments, as well. After some discussion, Kent Newkirk made a motion to allow the Water and Sewer Department to purchase the tractor with the cost not to exceed \$55,000. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was old business. JoAnn stated that Sarah Tebbe let her know that the IEPA is now reviewing the documents that the City had sent regarding the loan for the sewer project. Andy stated that he had completed the lead testing. The raw water coming into the plant had 6.4 parts per billion of lead. The finished water had less than one part per billion of lead. Andy added that he wants to prepare a Power Point presentation to educate residents regarding the notice that he will be sending out with the test results. After this, preparations will begin for flushing hydrants. Joe stated that there had been an issue with the winterizing of the park bathrooms. There were water main breaks due to errors made by Mideastern Pluming, but Mideastern has made the necessary repairs and made it right.

The fourth item on the agenda was new business. JoAnn stated that she recently learned that the intern at the Water Department can stay until December. She would like to see her help install the new water meters and asked her about helping the City to get another intern. JoAnn asked Joe to order materials for the new meters and said that he should speak to John Hodapp about this. Andy stated that Vern from Midwest Meters would like to look at the different meters around town. JoAnn stated that bills need to be in by April 17, 2017 for the line item allocation ordinance. Andy stated that while the meters are being installed, he wants to use this opportunity for the system distribution required by the EPA to see if there are any lead pipes. JoAnn stated that the GIS training is going well and that Joe Behrman, Kurt Heiman, Brandon Pieron, and Mike Meskil are already using what they have learned out in the field. Mayor Burton stated that to paint the logo on the million gallon storage tank would cost \$12-15,000.

There were no any other comments.

There were no public comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Scott Diekemper seconded the motion. With all in favor, the meeting was adjourned at 9:28 a.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Water & Sewer/Employee Concerns Meeting

## June 15, 2017

The meeting was called to order by Employee Concerns Chairman Jeremy Weh at 5:15 p.m. at Carlyle City Hall. Employee Concerns Committee members present include Jeremy Weh, Jason Edwards, and Kent Newkirk. Water and Sewer Committee members present included Kent Newkirk, Scott Diekemper, and Jeremy Weh. Others present included Jeff Taylor, Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 30, 2017 Water and Sewer Committee meeting, Kent Newkirk made a motion to approve the minutes. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

After reviewing the minutes from the June 5, 2017 Employee Concerns meeting, Kent Newkirk made a motion to approve the minutes. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

The fifth item on the agenda was executive session to conduct personnel interviews. Kent Newkirk made a motion to enter executive session. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

The sixth item on the agenda was vote on executive session item(s). Kent Newkirk made a motion to recommend Steve Kerwin for hire as a Utility Operator in the Water and Sewer Department. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

With no further business to discuss, Jeremy Weh made a motion to adjourn. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 7:39 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Water & Sewer Minutes

## June 26, 2017

The meeting was called to order on Monday, June 26, 2017 at 5:15 p.m. at Carlyle City Hall. Committee members present included Kent Newkirk, Scott Diekemper, and Jeremy Weh. Others present included Andy Wennerstrom, Joe Behrman, John Wieter, Joe Heiligenstein, Brenda Johnson, Mayor Judy Smith, and Martha Reinkensmeyer.

After reviewing the minutes from the June 15, 2017 meeting, Scott Diekemper made a motion to approve the minutes. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was HMG comments on NPDES. John Wieter suggested providing the EPA with a phased repair of infiltration and to put in the report that if after five years, the infiltration system is not repaired, the City would then start looking at a plant. John stated that he would need direction on how to write the letter for the permit. This report is due on November 1, 2017. It was decided that the Committee would meet with John Wieter in October and that John would let JoAnn Hollenkamp know when he was ready to meet.

The second item on the agenda was the new EPA water quality tests. Andy stated that the requirements have changed for LT2. An E. coli test must be performed every two weeks for 12 months starting on July 1, 2017. A test for crypto must be done one time a month for 24 months.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

The seventh item on the agenda was executive session to discuss personnel. Scott Diekemper made a motion to enter executive session. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

The eighth item on the agenda was vote on executive session item(s). Kent Newkirk made a motion to table the executive session items. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeremy Weh seconded the motion. With all in favor, the meeting was adjourned at 5:46 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Water & Sewer Minutes

## August 28, 2017

The meeting was called to order by Chairman Kent Newkirk on Monday, August 28, 2017 at 5:15 p.m. at Carlyle City Hall. Committee members present included Kent Newkirk, Scott Diekemper, and Jeremy Weh. Others present included Connor Endres from H.M.G., Andy Wennerstrom, Joe Behrman, Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the June 26, 2017 meeting, Scott Diekemper made a motion to approve the minutes. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was intent to award water main improvements to Haier Plumbing for \$1,414,129.00. Connor stated that H.M.G. will get the bid package and check list sent to EPA. The EPA will then let us know about funds for the loan. It may take a few months. Connor added that the notice of intent to award is to Haier Plumbing is contingent to EPA approval. Haier bid \$1.4 million. Jeremy Weh made a motion to recommend to Council the conditional intent to award water main improvements to H.M.G. to Haier Plumbing for \$1,414,129.00. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was Task Order #25 for H.M.G. for engineering costs for water main construction engineering not to exceed \$210,000.00. JoAnn stated that this task order will pay for engineering costs provided by H.M.G. during the work on the water main replacement. Scott Diekemper made a motion to recommend to Council Task Order #25 for H.M.G. for engineering costs for water main construction engineering not to exceed \$210,000.00. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was H.M.G. comments. Connor stated that H.M.G. has spoken to the EPA about receiving the loan. The water main project will start in approximately four months. It will take 300 calendar days to complete. If it takes longer than 300 days, Haier Plumbing will have to pay the City for each day over 300 days. The notice of award is issued first and then the notice to proceed is issued. The 300 days start once the notice to proceed is issued.

The fourth item on the agenda was old business. Andy Wennerstrom gave the Committee an update on E. Coli testing. The water meters for the districts have been either replaced or recalibrated. JoAnn intends to keep track of the readings from the meters in a spreadsheet so that she can trend the usage.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Jeremy Weh made a motion to adjourn. Scott Diekemper seconded the motion. With all in favor, the meeting was adjourned at 5:30 p.m.

Respectfully submitted,  
Martha Reinkensmeyer