



**MEETING MINUTES**

**UTILITIES COMMISSION**

FRIDAY, FEBRUARY 9, 2018, 7:15 A.M.  
Water Treatment Plant, 555 Lincoln St.  
Large Conference Room

Members Present: C. Bova, D. Everhart, D. Lanyon, J. Nieuwsma, M. White  
Members Absent: E. Rosenberg, R. Shure  
Staff Present: A. Price, D. Stoneback  
Presiding Member: D. Lanyon

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**1. DECLARATION OF QUORUM**

A quorum being present, Chair Lanyon called the meeting to order at 7:18 a.m.

**2. APPROVAL OF THE JANUARY 12, 2018 MEETING MINUTES**

Mr. Bova moved to approve the minutes, seconded by Mr. Nieuwsma. All approved.

**The minutes were approved unanimously, 5-0.**

**3. COMMITTEE REPORTS**

**a. Building energy efficiency benchmarking initiative – progress report on second year ordinance implementation and status of draft of first year report**

Mr. Stoneback informed the Commission that Mr. Jensen's draft first year report and memo were sent to the City Council in the City Manager's packet last Friday. The second year ordinance implementation is off and running and letters will be sent out to Type 2 building owners and managers this month.

**b. Street Lighting Study – results of the Steering Committee meeting held on Tuesday, January 23, and next steps**

Chair Lanyon reported that Mr. Shure and he attended the Steering Committee on January 23 and the consultant talked about the additional measurements that will be made. Mr. Stoneback added that there will be no additional cost for the extra work therefore; it will not have to go back to Council. Mr. Stoneback said a survey is being crafted asking residents for opinions on the lighting levels of the demo lights on different types of streets. Chair Lanyon said that the consultant has crafted a questionnaire to send to the Northwest Municipal Conference to get feedback on what other villages and cities have as a standard lighting level. Mr. Stoneback said that the next Steering Committee meeting will be after he gets the survey results back, and then a public meeting will follow after that.

**4. STAFF REPORTS**

**a. Recent Electric System Outages, Basement Flooding Concerns, Water Service Interruptions, and status of 2018 improvement projects, the December 2017 as well as the January 2018 status will be included**

Mr. Stoneback reported the following:

All December power outages were scheduled, and there were no outages at the circuit level in January.

There was nothing unusual about the basement backups in December or January.

There were quite a few water main breaks in December, and ten water main breaks in January. There were a lot of shear breaks in January due to frost. He is currently having a map made showing all of the water main breaks in 2017 and whether it was the first, second or third break. He will have another map made that has all of the water main breaks throughout the City to show the number of breaks within a pipe segment. He will provide both maps at the next Commission meeting.

There was only one Water Service Repair permit obtained in January, and the normal number of Sewer Service Repair permits obtained.

Capital Improvement Projects Update:

The IEPA loan information was not submitted on time for the water projects, and as a result the City did not get any IEPA loans this year at all, except for a loan for a sewer project. Therefore, all projects that he initially thought would begin in 2018 will now begin in 2019. He said that the reason the information was not submitted on time was the IEPA switched gears and started using an Intended Use Plan for loans this year which has not been used for many years.

The Inspection of Large Diameter Mains project may come to a screeching halt as detailed review of the existing water main has identified some challenges in the pipe layout that may impact inspection. Alternative approaches are being reviewed, including the need for construction of additional access points.

The Retail Water Meter Replacement project is going along fairly well. Meter change-out has progressed to the central third of the City. Approximately 1969 of 5789 meters have been changed out to date.

Design of the Emerson Wholesale Meter project is almost complete. This project is the installation of a new meter vault at Emerson and McCormick that connects two 36" mains together and provides a connection for the Morton Grove-Niles water transmission line.

The City does have an IEPA loan for the Large Diameter Sewer Rehabilitation-Mulford Part 2 project, and a contractor has already been hired. Work is pending weather.

An agreement with the contractor has been executed for the Emergency Sewer Work at 2750 Lincolnwood. Work is pending weather.

The CMMS Software Implementation project is going very well. Distribution and Sewer are using this out in the field already, which they could not do with Cityworks Software, and the plan is for them to be paperless by August. The other Public Works Agencies and Facilities Management are starting to use it as well.

All other projects are moving along well.

**b. Status of negotiations with potential new wholesale water customers and updates on the Skokie rate impasse and Morton Grove Niles Water Commission connection plans**

Mr. Stoneback reported that Evanston had a court hearing with Skokie, and Evanston amended their complaint to include the appropriate rate of \$2.06 per 1,000 gallons for water supplied; Skokie has been only paying \$0.78 per 1,000 gallons for water supplied since October 2017. Skokie has to have their response in by February 13 and the judge will have another hearing within four weeks after that. A resolution for adoption will go to the City Council on Monday night authorizing the approval and execution of a Memorandum of Understanding between Evanston and the Morton Grove-Niles Water Commission for the construction of an intermediate booster pump station located at 2525 Church Street. Lincolnwood is still moving along on the design, and he has a meeting scheduled with them on February 13 to discuss how the SCADA system would work.

**5. UNFINISHED BUSINESS**

None

**6. NEW BUSINESS**

**a. Mayor's Climate Action and Resilience Plan Working Group (CARP)**

Mr. Nieuwsma reported that the Mayor's Climate Action and Resilience Working Group have been meeting regularly to develop a third version of the City's Climate Action Plan. As part of their work they are revising the greenhouse gas emissions inventory and using some new calculation methodology. Using this new standardized calculation methodology, the City's emissions as of the end of 2016 which were thought to be 18.8% reduction are actually 25.2% reduction which puts Evanston almost at the Paris Climate Accord numbers.

**7. ANNOUNCEMENTS / COMMUNICATIONS**

**a. Forthcoming Public Works Agency activities relative to the Utilities Commission**

Mr. Stoneback announced that the 1964 Filter Building is being named as the Elizabeth Tisdahl Filter Building. A sign has already been hung and there will be a ceremony at a later date.

Mr. Stoneback said that Monday night's City Council meeting will be action packed; the Public Works Agency has several items on the agenda. He will

also be presenting the Water Fund Update on Wholesale Water Sales, Water Fund Projects, and Drinking Water Lead Reduction Initiative.

**8. ADJOURNMENT**

The meeting was adjourned at 8:30 a.m.

Respectfully submitted,  
Angela Price  
Special Projects Assistant  
Public Works Agency