VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER
14 SOUTHGATE CENTER, FREEBURG, IL 62243
PHONE: (618) 539-5545 • FAX: (618) 539-5590
Web Site: www.freeburg.com

October 14, 2019

NOTICE
MEETING OF THE ELECTRIC COMMITTEE
(Blaies/Albers/Heap/Meehling)

An Electric Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, on **Wednesday, October 16, 2019, at 5:30 p.m.**

ELECTRIC COMMITTEE MEETING AGENDA

I. Items to be Discussed
   A. Old Business
      1. Approval of September 11, 2019 Minutes
      2. Customer Issues
      3. IMEA Energy Efficiency Grant
      4. Power Plant Roof
      5. Apprentice Lineman Position – Executive Session to Discuss Personnel, 5 ILCS 120/2-(c)1

   B. New Business
      1. Square D Preventative Maintenance on Equipment at North and South Sub
      2. Ordinance #1691 - Revision to Net Metering Guidelines

   C. General Concerns

   D. Public Participation

   E. Adjourn

At said Electric Committee Meeting, the Village Trustees may vote on whether or not to hold an Executive Session to discuss the selection of a person to fill a public office [5 ILCS, 120/2 – (c)(3)], litigation [5 ILCS, 120/2 - (c)(11)] personnel [5 ILCS, 120/2 – (c)(1)], collective negotiating matters between the public body and its employees or their representatives [5 ILCS 120/2 (C)(2)or real estate transactions [5 ILCS, 120/2 - (c)(5)].

VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER
14 SOUTHGATE CENTER, FREEBURG, IL 62243
PHONE: (618) 539-5545 • FAX: (618) 539-5590
Web Site: www.freeburg.com

ELECTRIC COMMITTEE MEETING
(Blaies/Albers/Heap/Meehling)
Wednesday, September 11, 2019 at 5:30 p.m.

The meeting of the Electric Committee was called to order at 5:30 p.m. on Wednesday, September 11, 2019 by Chairman Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Denise Albers, Trustee Mike Heap, Trustee Lisa Meehling, Mayor Seth Speiser, Village Clerk Jerry Menard (5:38 p.m.), Trustee Bob Kaiser, Trustee Ray Matchett, Village Attorney Fred Keck, Public Works Director John Tolan (via phone), Police Chief Mike Schutzenhofer (absent), Head Lineman Shane Krauss, Water/Sewer Department Leader Gregg Blomenkamp, Zoning Administrator Matt Trout, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Janet Baechle.

A. OLD BUSINESS:

1. Approval of August 14, 2019 Minutes: *Trustee Denise Albers motioned to approve the August 14, 2019 minutes and Trustee Mike Heap seconded the motion.* All voting yea, the motion carried.

2. Customer Issues: Head Lineman Shane Krauss advised there were no issues.

3. IMEA Energy Efficiency Grant: Nothing new.

4. Power Plant Roof: Village Administrator Tony Funderburg stated we received one bid for the power plant roof from HJ Gasser out of Millstadt. They bid $39,375 for the project with a deduction of $1,500 if we complete all three sections. Tony would like to have all three sections done to complete the project. Trustee Meehling asked the budget for this project, and Shane advised we have $30,000 in electric. Tony said that could be done through other funds as well. The project completion date is November 30th.

Trustee Lisa Meehling motioned to recommend to the full Board HJ Gasser's bid for the power plant roof not to exceed $37,875 and Trustee Denise Albers seconded the motion. All voting yea, the motion carried.

B. NEW BUSINESS:

1. Apprentice Lineman Applications: We received one internal application, and we would still like to go out for applications. We will then set up interviews with Shane, John, Lisa and Tony.

2. Max Sallman Step 4 Increase Effective August 23, 2019 and Andy Tolan Step 4 Increase Effective August 29, 2019: Shane said Max and Andy have met the requirements for their Step 4 increase. They have about a year before their top-out exam.

Trustee Lisa Meehling motioned to recommend to the full Board Max Sallman receive his Step 4 increase effective August 23, 2019 and Andy Tolan receive his Step 4 increase effective August 29, 2019 at a rate of $30.53 per hour and Trustee Denise Albers seconded the motion. All voting yea, the motion carried.

3. Boring Machine: Shane provided three quotes for a boring machine. Ditch Witch quoted both a new and demoed unit. He said there are only two companies that sell the size machine that we need. We would like to go with the new Ditch Witch. They are very happy with the machine, and it would be an easier transition to that one. He also commented they would like to trade in their current machine rather than try to sell it at auction. Tony planned for $174,000 over 10 years with $5,000 from the water fund and $16,000 from electric fund. The cost for the new Ditcht Witch is $172,960. Trustee Blaies asked the lifetime for these machines, and John advised we had our current machine for 20 years and purchased that used.

Trustee Denise Albers motioned to recommend to the full Board the purchase of a new Ditch Witch Model JT20B Directional Drill at a cost of $172,960 and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.

Julie provided a brief update of the outstanding claims not covered by our insurance company. There have been 4 since April and all monies have been recouped totaling $3,988.97.

Shane has a lot of old wire on aging wood spools that he can't use. He would like to take it in for salvage. Tony will verify the process to do that.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: Janet asked how many linemen are we hiring, and Shane said we will be hiring one apprentice.

E. ADJOURN: *Trustee Lisa Meehling motioned to adjourn at 5:48 p.m and Trustee Denise Albers seconded the motion.* All voting yea, the motion carried.

Julie Polson
Office Manager

SQUARE D Schneider El

SERVICES

801 Corporate Center Drive
O'Fallon, MO 63368
Tel 314-378-2407

September 4, 2019

Village of Freeburg
Attn: Shane Krauss

Subject: Preventative Maintenance
Square D Services Negotiation Number: MB19-072 Revision 1

Per your request, we are pleased to offer the following proposal for your consideration.

Scope of Work:

- De-energize the equipment to be worked on. (By others)
- Verify the equipment has been de-energized.
- Perform preventative maintenance on the following equipment;
  South Sub
  - (3) ABB DPU 2000R Relays
  - (10) SEL 751 Relays
  - (12) Westinghouse VCP-W
  - (2) Eaton 50 VCP-W-25
- Energize the equipment. (By others)
- Provide the customer with a test report detailing the results and recommendations.

Price: $16,515.00

Notes:

- Price is based on the work being performed by Square D Services employees.
- Any delays incurred by Square D Services, due to the customer, will be noted and billed accordingly.
- Price does not include supplying any parts or making repairs to the equipment being worked on other than those outlined above. If any deficiencies are found Square D Services, we will notify the customer and get approval prior to supplying any parts or making any repairs.
- The customer will be responsible for performing all the switching functions to de-energize/energize the equipment to be worked on and contacting the local utility, if applicable.
- Price does not include any site-specific training. If site-specific training is required additional charges will apply per our standard T&M rate sheet.
- Price is based on performing the work during one continuous trip. Additional trips will result is added charges.
- Price is based on the work being performed on a straight time basis Monday through Friday.
- Price is based on testing and cleaning the equipment per the attached maintenance workscopes.

This quote is valid for 30 days from the date of this proposal and is subject to the terms and conditions as stated above, as well as, to Square D Services standard terms and conditions.

Square D Services would like to thank you for the opportunity to quote on this project and look forward to working with you. If you have any questions, please call me at 314-378-2407.

Sincerely,
Michael Berra
Service Sales Executive
michael.berra@se.com

SQUARE D

SERVICES

801 Corporate Center Drive
O'Fallon, MO 63368
Tel 314-378-2407

August 21, 2019

Village of Freeburg
Attn: Shane Krauss

Subject: Preventative Maintenance
Square D Services Negotiation Number: MB19-072

Per your request, we are pleased to offer the following proposal for your consideration.

Scope of Work:

- De-energize the equipment to be worked on. (By others)
- Verify the equipment has been de-energized.
- Perform preventative maintenance on the following equipment;
  North Sub
  - (14) ABB DPU 2000R Relays
  - (11) Cutler Hammer 150-VCPW-500

  South Sub
  - (3) ABB DPU 2000R Relays
  - (10) SEL 751 Relays
  - (12) Westinghouse VCP-W
  - (2) Eaton 50 VCP-W-25
- Energize the equipment. (By others)
- Provide the customer with a test report detailing the results and recommendations.

Price: $30,895.00

Notes:

- Price is based on the work being performed by Square D Services employees.
- Any delays incurred by Square D Services, due to the customer, will be noted and billed accordingly.
- Price does not include supplying any parts or making repairs to the equipment being worked on other than those outlined above. If any deficiencies are found Square D Services, we will notify the customer and get approval prior to supplying any parts or making any repairs.
- The customer will be responsible for performing all the switching functions to de-energize/energize the equipment to be worked on and contacting the local utility, if applicable.
- Price does not include any site-specific training. If site-specific training is required additional charges will apply per our standard T&M rate sheet.
- Price is based on performing the work during one continuous trip. Additional trips will result is added charges.
- Price is based on the work being performed on a straight time basis Monday through Friday.
- Price is based on testing and cleaning the equipment per the attached maintenance workscopes.

This quote is valid for 30 days from the date of this proposal and is subject to the terms and conditions as stated above, as well as, to Square D Services standard terms and conditions.

Square D Services would like to thank you for the opportunity to quote on this project and look forward to working with you. If you have any questions, please call me at 314-378-2407.

Sincerely,
Michael Berra
Service Sales Executive
michael.berra@se.com

SQUARE

On Site Maintenance
Medium Voltage Vacuum/Air Circuit Breaker Workscope

I. Initial Documentation

A. Record nameplate on test and inspection forms.
B. Record the number of operations listed on the trip counter.
C. Record the cubicle identification.
D. Apply permanent bar code and data base identification to circuit breaker and/or record on test and inspection forms.

II. Remove Breaker From Service

A. Receive proper clearance and open breaker.
B. Tag breaker out of service.
C. Remove breaker from cubicle

III. Maintenance

A. All maintenance to be done without disassembly, except where disassembly is necessary in order to get the breaker above a minimum acceptable condition.
B. Cleaning: Clean all primary insulation, the mechanism, and all control contacts.
C. Lubrication: Re-lubricate per the Maintenance Section of the Square D Lubrication Manual (no disassembly required) or per manufacturer's recommendations. Further lubrication of the mechanical system and primary current path pivot points will require disassembly, and should only be done as needed to get the breaker above a minimum acceptable condition.
D. Adjustments: Perform all critical checks and adjustments as recommended by the manufacturer.
E. Parts Replacement: Bring to the attention of the owner and get approval and change order before proceeding.

IV. As Left Inspection

A. Perform after maintenance of the breaker.
B. Record all data on the inspection form.
C. Mechanical System: Note the condition of the operating mechanism in terms of wear, lubrication, cleanliness, and adjustments.
D. Primary Current Path: Note the condition of the vacuum interrupters, primary disconnects, and adjustments.
E. Primary Insulation System: Note the condition of the primary disconnect stabs and all insulated bracing, linkages, and barriers.
F. Racking Safety Interlocks: Note the condition of the racking mechanism, and test the interlock that prevents racking a closed

breaker, the interlock that maintains the breaker in a trip-free condition during a racking operation, and the interlock that discharges the closing springs when the breaker is removed from the cubicle.

G. Control System: Note the condition of the control wiring, all coils, the charging motor, all relays, all switches, the secondary disconnects, and test the anti-pump circuit.

V. As Left Testing

A. Perform after maintenance of the breaker.
B. Enter all data into hand-held data collector and/or record on inspection form.
C. Charge Circuit Minimum Voltage Operation: Using a variac, determine whether the charging motor will charge the closing springs at the specified minimum voltage.
D. Close Circuit Minimum Voltage Operation: Using a variac, determine whether the closing circuit will close the breaker at the specified minimum voltage.
E. Trip Circuit Minimum Voltage Operation: Using a variac, determine whether the trip circuit will trip the breaker at the specified minimum voltage.
F. Primary Current Path Resistance: Using a 10 Amp micro-ohm meter, measure the resistance of each phase. Test through the primary disconnect fingers and bypassing the primary disconnect fingers.
G. Insulation Resistance Tests:
    1. Primary Insulation: With the breaker closed, measure the insulation resistances between phases and from each phase to ground, at a test voltage of 2500 VDC (5000 VDC for 15KV class equipment and above). With the breaker open, measure the insulation resistances of each phase, line-to-load (across the open contacts), at a test voltage of 2500 VDC (5000 VDC for 15KV class equipment and above).
    2. Control Insulation: Short all secondary disconnect terminals together and measure the insulation resistance from the secondary disconnects to ground at a test voltage of 500 VDC.
H. Vacuum Interrupter Integrity Test: With the breaker open, apply the manufacturer's specified test voltage (using an AC hipot) across each open interrupter to determine whether vacuum integrity has been maintained.

VI. Return Breaker to Service

A. Record the number of operations on the trip counter.
B. Record the cubicle identification that the breaker is returned to.
C. Roll breaker into disconnected position in cubicle, and remove clearance tag.

ORDINANCE NO. 1691

AN ORDINANCE AMENDING CHAPTER 40 OF THE REVISED CODE OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS (Net Metering Guidelines)

BE IT ORDAINED BY THE VILLAGE PRESIDENT AND VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS, THAT:

DELETE THE CURRENT SECTION 10-2-16 (E) NET METERING GUIDELINES, AND REPLACE WITH THE FOLLOWING:

10-2-16(E).

(E) Any generating facility greater than 10Kw shall be considered on a case by case basis. The decision with respect to such facilities shall be sent to the next scheduled Electric Committee by the Zoning Administrator for a recommendation to the full Village Board.

The ordinance becomes effective after its passage and publication as prescribed by law.

PASSED BY THE VILLAGE BOARD OF THE VILLAGE OF FREEBURG, ILLINOIS, ST. CLAIR COUNTY, AND APPROVED BY THE VILLAGE PRESIDENT THIS ___ DAY OF October, 2019.

AYES _____ NAYS _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

ABSENT _____ ABSTAIN _____

Approved this _____ day of October, 2019.

_____

Seth E. Speiser
Village President

ATTEST:

_____

Jerry Lynn Menard
Village Clerk

Approval as to Legal Form:

_____

Village Attorney

10-2-15. - GUIDELINES FOR INTERCONNECTION TO THE VILLAGE OF FREEBURG MUNICIPAL ELECTRIC SYSTEM.

The Village of Freeburg shall make available, upon request, interconnection services to any customer that meets the required guidelines. Interconnection services in this policy refers to on-site generating facilities connected to the Village of Freeburg's Municipal Electric System in a manner that will allow excess electricity generated by the eligible on-site generating facility to be safely delivered onto the Village of Freeburg's electric distribution system.

(A) Guidelines for interconnecting to the utility system are as follows:

1. Only generating facilities that have been approved by the Public Works Director and/or Head Lineman of the Village of Freeburg Electric Department (or official designated by the utility) shall be interconnected with the Village of Freeburg's electric distribution system.
2. Interconnection Services shall only be available to premises with aggregated total generation t a single customer site of less than 300 kW.
3. All interconnections shall comply with IEEE Standard 1547 for Interconnecting Distributed Resources with Electric Power Systems (IEEE 1547) as they may be amended from time to time.
4. The Village of Freeburg is under no obligation to purchase energy supplied to the utility under this standard. This does not preclude the customer meeting applicable standards that would allow the customer to supply power onto the utility's system and receive credit for such energy under the utility's Net Metering Policy.
5. If the customer qualifies under the Interconnection standard but does not qualify under the Net Metering Policy, then any energy delivered to the utility system shall be surrendered to the utility with no value. The Village of Freeburg will install a meter that will not provide any credit for energy delivered to the utility system and the customer will pay for any costs associated with the meter charge.
6. Customers will comply with all other applicable utility standards for interconnection.
7. Capacity of 10kW or less and interconnected to the utility system shall comply with IEEE 1547 section 5.5, periodic interconnection tests. All interconnection related protective functions and associated batteries shall be periodically tested at intervals specified by the manufacturer system integrator, or the authority that has jurisdiction over the Distributed Resources interconnection, or all tests shall be performed at a minimum of every three years. Periodic test reports shall be maintained and submitted to the Village of Freeburg Electric Department.
8. Systems of greater than 10kW shall perform all interconnection-related protective functions and associated battery testing on a yearly basis. All test reports shall be submitted to the Village of Freeburg Electric Department after completion of the yearly testing.
9. Reports required under Section 2, paragraphs g. and h., must be submitted within 30 days of the anniversary date of the energizing of the interconnect generating. If the required reports are not received within the period, the generation must be disconnected until such time as the reports are submitted.

(B) The Village of Freeburg Electric Department shall develop such documents as needed to implement this policy.

(Ord. No. 1522; 11-17-14)

10-2-16. - NET METERING GUIDELINES FOR INTERCONNECTION OF ON-SITE GENERATING FACILITIES CONNECTED TO THE VILLAGE OF FREEBURG'S MUNICIPAL ELECTRIC SYSTEM.

(A) The Village of Freeburg shall make available, upon request, net metering service to any customer taking service from the Village of Freeburg and who meets the requirements set forth in this policy. For purposes of this policy, "net metering" means service to an electric customer under which electric energy generated by that electric customer from an eligible onsite generating facility owned by that customer and, under some circumstances, delivered to the local distribution facilities may be used to offset electric energy provided by the electric utility to the electric customer as provided for in this policy.

(B) For purposes of this policy, an eligible on-site generating facility shall be defined as a renewable generating facility such as a photovoltaic facility and small wind turbines. Other forms of renewable fuels shall be considered on a case by case basis. In all cases, facilities interconnected must be deemed to be renewable to qualify for this policy.

(C) The electric generating facility must also abide by the Village of Freeburg's Interconnection Standards.

(D) Subject to the limitations set forth herein, the Village of Freeburg shall make net metering service available upon request to any Village of Freeburg's electric customer with a qualifying generating facility of 10kW capacity or less.

(E) Any generating facility greater than 10kW shall be considered on a case by case basis. The decision with respect to such facilities shall be ~~made by the Electric Department Head Lineman~~ sent to the next scheduled Electric Committee by the Zoning Administrator for a recommendation to the full Village Board.

(F) Total net metered capacity interconnected under this policy for the Village of Freeburg's system shall not exceed two percent of the system's peak as it existed in the prior calendar year. In the event that the system peak is reduced such that the existing net capacity exceeds the two percent level, those existing net metered customers shall be allowed to continue under this policy. However, no new interconnections will be allowed until such time as the system peak grows such that net metered capacity is again no greater than two percent of the system's peak.

(G) The utility shall install a bi-directional meter to measure both the energy used by the customer from the utility and the energy provided by the customer to the utility. Energy used by the customer from the utility, as reflected in the meter reading, shall be billed at the appropriate utility full retail rate. For any energy generated by the customer and provided to the utility for a given billing period, as reflected in the meter reading, a credit shall be applied to the customer's bill based upon the utility's avoided cost. Avoided cost shall be defined as the average cost in cents/KWh billed to the utility by its power supplier for the previous month. In the event of termination of an account qualifying for net metering under this policy, any outstanding credits are surrendered. Under no circumstances will there be credit transfers for excess energy. Your account will be trued up with the October billing of each year and adjustments, either credit or debit, will be made to your account interest free. (Ord. No. 1612; 12-19-16)

(H) Any costs the Village of Freeburg incurs associated with the net metering program, including but not limited to changes in metering, other physical facilities or billing-related costs shall be borne by the participants in the net metering program.

(I) The Village of Freeburg's Electrical Department and the Village of Freeburg may modify the net metering policy as required by law or as determined by the needs of the Village of Freeburg.

(Ord. No. 1523; 11-17-14)