

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Mike Blaies
Ray Matchett, Jr.
Lisa Meehling
Denise Albers
Michael Heap
Bob Kaiser

VILLAGE TREASURER
Bryan A. Vogel

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

VILLAGE ADMINISTRATOR
Tony Funderburg

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Michael J. Schutzenhofer

ESDA COORDINATOR
Eugene Kramer

ZONING ADMINISTRATOR
Matt Trout

VILLAGE ATTORNEY
Weilmuenster & Keck, P.C.

January 13, 2020

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, January 15, 2020, at 5:30 p.m.**

ELECTRIC COMMITTEE MEETING AGENDA

- I. Items to be Discussed
 - A. Old Business
 1. Approval of December 11, 2019 Minutes
 2. Customer Issues
 3. IMEA Energy Efficiency Grant
 - B. New Business
 1. North Substation CAT Work
 - 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)].

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

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The meeting of the Electric Committee was called to order at 5:30 p.m. on Wednesday, December 11, 2019 by Chairman Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Denise Albers (absent), Trustee Mike Heap, Trustee Lisa Meehling, Mayor Seth Speiser, Village Clerk Jerry Menard (absent), Trustee Bob Kaiser, Trustee Ray Matchett, Public Works Director John Tolan, Police Chief Mike Schutzenhofer (absent), Head Lineman Shane Krauss, Zoning Administrator Matt Trout, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guests present: Trevor Breitwieser (left meeting at 5:35 p.m.) and Janet Baechle.

A. OLD BUSINESS:

1. Approval of November 13, 2019 Minutes: Trustee Lisa Meehling motioned to approve the November 13, 2019 minutes and Trustee Mike Heap seconded the motion. All voting yea, the motion carried.
2. Customer Issues: Head Lineman Shane Krauss advised we have not experienced any problems. He is very impressed with how well everything held up especially with the wind events we've recently had.
3. IMEA Energy Efficiency Grant: Nothing new to report.
4. Power Plant Roof: Shane said the roof is done and paid for. It turned out very nice, and there were no problems during the rains we had.

Shane stated the oil testing on all the substation transformers is complete, and we will start doing this on a yearly basis. That will satisfy one of the insurance company's recommendations for our boiler and machinery policy. We have one more day of the switchgear maintenance. Shane will discuss with BHM&G to see how frequently we want to do this. His plan is to alternate the plants. He also commented several of the breakers they looked at were stiff since they are not operated all the time. Since they are not serviced every year, we may exercise them on a yearly basis. This is all part of getting a regular maintenance schedule established.

B. NEW BUSINESS:

1. Altorfer Quote for Stand-By Generators' Maintenance Agreement: Shane said this is a combination of our insurance company's recommendations and EPA requirements for oil testing, etc. By scheduling this annually, we will be in compliance with everything. All of the testing will be documented with logs kept. This work won't happen until May so won't affect our current budget.
2. Resident Request for Solar: Village Administrator advised this customer wants more than 10 kilowatts, so it comes to this committee for review. Both Tony and John recommend staying at 10 kilowatts and the committee was in agreement.

Electric Committee Meeting Minutes
Wednesday, December 11, 2019
Page 1 of 2

Tony advised our liability insurance renewal quote has been received. Our vehicle count has increased by three and our premium went up 10%. Julie will look to see if any vehicles can be taken off the schedule. Terry's truck had to go on our insurance. The boiler and machinery policy premium went from \$15,000 to \$25,000. They were the only company that would provide a quote to us. Tony also said if they cancel us, he doesn't believe it's going to be a huge problem to deal with. Our worker's compensation premium increased by 25%. This is the hit that we have been waiting for. Overall, our liability insurance increased by 19%. With regard to the boiler and machinery policy, Shane is working to fulfill more of the insurance company's recommendations.

Trustee Lisa Meehling motioned to accept Arthur J. Gallagher's Liability Insurance Quote in the amount of \$271,132 and Trustee Mike Heap seconded the motion. All voting yea, the motion carried.

Joh attended the IMEA Executive Board meeting last week where IMEA voted not to give Carmine an extension on replacing their generator. They had already received two extensions. They will lose their 320 credit on that unit. This is the first time that has happened.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Mike Heap motioned to adjourn at 5:53 p.m and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*



Julie Polson
Office Manager



VILLAGE OF FREEBURG
 14 SOUTHGATE CTR
 FREEBURG 62243-1541

CUSTOMER NO.	CONTACT	PHONE NO.	FAX NO.	WORK ORDER NO.
255690	SHANE KRAUSS	618-792-0140		
QUOTE NO.	OPP NO.	DATE	Email	
116203	129187	12/6/2019		
MAKE	MODEL	SERIAL NO.	UNIT NO.	
AA	3516B	07RN00456		
NOTES				
QUOTE INCLUDES COST OF CAT INTELLIGENT SWITCHGEAR SERVICE INSPECTION (2) FIELD SERVICE ENGINEERS FOR 1 DAY OF SERVICE. INSPECTION INCLUDES: VERIFICATION OF CONTROL WIRING AND CONNECTIONS. INSPECTION OF FUSES AND POWERLYNX OPERATION. VERIFICATION OF SWITCHGEAR METERING ACCURACY. INSPECTION OF METERING TRANSFORMERS. VERIFICATION OF ALL COMMON GROUNDS. VERIFICATION OF STATION BATTERIES. REPLACEMENT OF PLC BATTERIES. SYSTEM FUNCTIONALITY (MODE TESTING) ACCORDING TO THE SEQUENCE OF OPERATIONS.				
SPECIAL INSTRUCTIONS				

SEGMENT: 01 INSPECT & MAINTAIN SWITCHGEAR (042 4491)

NOTES:
 SPECIAL INSTRUCTIONS:

Parts

Part Number	Description	Total Parts:	0.00
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Labor

Item Number	Description	Total Labor:	1,524.00
01T-1*-**-7M	FLD LABOR-PWA		

Misc

Item Number	Description	Total Misc:	10,583.38
#00-**-**-**	CAT ISO SERVICE		
GMG-1*-**-7M	MILEAGE		
RTC-**-**-**	TRAVEL		

Total Segments: 12,107.38

TOTAL ESTIMATE (BEFORE TAXES) 12,107.38

NOTES:

- This estimate will expire 30 days from the estimate date.
- Price excludes Freight Charges, Operating Supplies/EPA Fees and Overtime.
- Terms: Net 1-10th Prox.
- Sales Taxes where applicable are not included with the above prices.
- Ask about Cat Financial Payment options.
- Caterpillar REMAN parts will be utilized, where applicable.
- Above pricing assumes all REMAN cores will meet Caterpillar Full Core Credit criteria. If cores do not meet the Caterpillar Full Core Credit criteria, additional charges will apply.
- Any additional repairs found during disassembly or testing will be quoted at that time.
- If parts needed on emergency order basis, extra order processing fee and expedited shipping cost may apply.

ESTIMATED REPAIR TIME: _____ *from start date*

"The Signature is an authorization to proceed with the required repair work as described within the quote".

Issued PO# _____, **Authorized Name** _____ *Please Print.*

Date ____ / ____ / ____.

Signature

Any Questions? Please Call Jason Dietrich at 309-427-1234 x4393
(fax: 309-694-4851 - email: jason.dietrich@altorfer.com).



Caterpillar Switchgear Americas, LLC

4955 Marconi Drive
Alpharetta, GA 30005
Office: (770) 442-9442
www.cat.com

Caterpillar Dealer	Altorfer Power Systems
Contact Name	Jason Dietrich
Contact Phone Number	309-360-8975
Contact E-mail	jason.dietrich@altorfer.com
Proposal Number:	90070

Date:	12/2/2019
Quote Expires:	3/1/2020
Project Name:	Village of Freeburg
Sales Order Number:	35618
Fax Number:	

General Notes and Clarifications

This proposal is provided to Altorfer Power Systems for a 1 Time Controls Only at Village of Freeburg. Please see below for detailed description of work to be performed.

Written quotations are firm for ninety (90) days from date issued unless otherwise stated in the quotation or terminated sooner by written notice prior to expiration. Verbal quotations, unless accepted, expire the same day they are made.

This Proposal is based on 2 CAT Switchgear Engineers on site for 1 day to perform tasks.

Proposal assumes that work will be performed Monday - Friday during normal hours, if weekend or after hours work is required please contact the factory for updated pricing. If additional time on site is required for reasons outside CAT Switchgear's control those days will be billed per CAT Switchgear's published rates plus expenses.

Task to be performed include:

Day 1:

- Verify enclosures are clean and free from all dust or other foreign debris
- Clean as needed (do not use compressed air)

Service Inspection Controls

- Verify control wiring and connections, perform pull test and fastener check
- Inspect system fuses and fuse holder(s) for proper size and integrity
- For Powerlynx PLC systems verify modbus+ lights on PLC(S) are flashing
- For Powerlynx PLC systems verify PLC RUN light is on
- For Powerlynx PLC systems verify modbus+ cables and connectors are secured properly
- Verify system metering is accurate



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- Verify generator metering is accurate
- Inspect metering PT's and control power transformers
- Verify manual switches for free movement and contact continuity
- Perform Visual inspection of all wiring connections for tracking, overheating, insulation deterioration, arcing and corona

Service Inspection Grounds

- Verify all common and ground wire connections (integrity and continuity)
- Tighten or repair as needed
- Verify 24VDC negative is grounded to earth ground

Service Inspection Batteries

- Verify Station battery connection
- Verify connections are corrosion free and properly torqued
- Inspect 24VDC best source
- Inspect PLC battery, replace every 3 years or if last replacement date is unknown

System Test Requirements

-Mode Testing

Reference system "Sequence of Operations" Page in the "G" Drawing Package; discuss Mode testing, including overall system impact, with end user. Advise the equipment owner that the utility must be removed from service to test the E-Mode and Load Shed

END USER/OTHER ROLES/RESPONSIBILITIES:

1. Facilitate on site scheduling. Scheduling must be confirmed 3 weeks prior to Cat Switchgear's arrival onsite. Should a shorter lead time be required, a new proposal will be generated to reflect additional expenses.
2. Identify someone with site authority to allow the following - (A) switching and outages as required with safe lock out and tag out of equipment being worked upon, (B) free and clear access and egress to the worksite, and (C) provide communication and sanitation facilities.
3. Identify someone from maintenance to be able to control and shift loads.
4. Obtain any and all permits, permissions, and required acceptances necessary per Federal/State/or Local codes and regulations. Any extension to the time required for testing to meet local code or regulation shall be quoted separately.
5. Prior to the start of work, End User shall familiarize Cat Switchgear personnel with their safety practices, regulations in effect at the jobsite, and any chemical and physical hazards, including process safety issues associated with the work environment. Cat Switchgear shall be under no obligation to commence work unless safety practices are acceptable to Cat Switchgear. As a safety precaution, prior to the commencement of work, access to a nearby telephone with the ability to call outside the facility will be provided by the end user, as well as telephone numbers for local emergency services.



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6. End User to supply, operate, and maintain all standard services to the site facility, such as electric power, lighting, water, air, etc... Backup for these systems is not included in this proposal. These services are to be made available to Cat Switchgear.
7. End User to dispose of all wastes generated at the job site. End User will be responsible for environmental conditions and will keep the equipment free of contaminants that would be detrimental to the performance of the equipment.

Clarifications:

1. This quote is for preventative maintenance, after work is completed a report will be provided with recommendations for items that need to be replaced or repaired. A separate quote will be provided for these items if requested by the customer. Maintenance will not stop for repairs.
2. Any changes to the Scope of Work will require the quotation to be revised which may result in a price change and/or rescheduling of the work.
3. This proposal assumes that all work will occur in one (1) trip to the site, if this cannot happen the quote will need to be revised to include additional costs.
4. No provisions for independent or third-party testing has been included in this proposal. Should this be required, it will be quoted separately at the standard field time and material rate.
5. Any delays outside of CAT Switchgear's control will be billed at our daily published rates plus expenses.
6. No site safety training, background checks or drug screens are included in this proposal. If these are required, there may be a price adder to this quote.
7. Unimpeded access to the system is required. All removal and replacement of any obstructions that may interfere with access to the existing equipment is the responsibility of others.
8. MOP's are included in this proposal. The MOP must be approved at a minimum of 3 weeks prior to CAT Switchgear's arrival onsite. Failure to approve MOP will result in a delay of schedule.