

Minutes of the Electronic Regular Meeting  
of the Coldwater Board of Public Utilities

Coldwater Board of Public Utilities  
Coldwater, Michigan

January 6, 2021  
5:00 p.m.

**Electronic Regular Meeting**

**Any interested person or group may address the Coldwater Board of Public Utilities on any agenda item or on any matter of CBPU concern including items not on the Agenda during the agenda items designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the Board.**

For individuals who may wish to give public comment, the method for providing public comment during this remote-participation meeting is to call the following toll-free numbers:

**1-888-475-4499 or 1-877-853-5257 (Meeting ID: 898 6185 8471), a Participant ID is not required.**

Callers wishing to give public comment may call in before the meeting starts and wait in a “virtual waiting room.” Those calling in will be able to hear the audio of the CBPU Board meeting, but their telephone/microphone will be muted. At the time for Public Comment, press \*9 on your telephone to “raise your hand”, and you will be called upon. Once you have been called upon, press \*6 to unmute your telephone/microphone so that you may be heard. Callers who do not wish to give public comment are encouraged to view the meeting live-streamed on YouTube at, [bit.ly/ColdwaterVideo](http://bit.ly/ColdwaterVideo) or on Skitter Channel 61.

**CALL TO ORDER:**

Meeting called to order by President Stevens

**ROLL CALL:**

**PRESENT:** Members:  
President Stevens, Vice President Ohm, Travis Machan, John Wellet

Others:  
Director Budd, Nicki Luce, Brian Musselman, Jon Foley, Pat Pool, Tom Eldridge, Jim Odneal, Don Reid

**ABSENT:** Terry Whelan

All Board Members indicated they were located inside the City of Coldwater, County of Branch during this electronic meeting.

PUBLIC COMMENT:

None

It was noted that there was no public comment emails received as of 3:30 p.m. prior to the meeting.

CONSENT AGENDA

NOTE: The items listed in the Consent Agenda are considered to be routine by the Board and its Director and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board Member or citizen. In this event, the item will be removed from the Consent Agenda and Board action will be taken separately on said item. Those items so approved under the heading "Consent Agenda" will appear in the Board minutes in their proper form.

MINUTES:

1. Regular Meeting of the Board of Directors held December 2, 2020.
2. Regular Meeting of the Michigan South Central Power Agency Board of Commissioners held November 10, 2020.

DEPARTMENTAL REPORTS:

1. Board of Public Utilities Operation Reports and Financial Statements for November 2020.
2. Bills and Accounts for period ending December 31, 2020.
3. Power Supply Cost Projections.

**MOTION:** Member Ohm moved that the Consent Agenda items be approved as presented.

Member Wellet seconded the motion.

Upon roll call vote, the following voted:

“AYE”: Vice President Ohm, Member Machan, Member Wellet, President Stevens

“NAY”: None

Motion carried unanimously.

REGULAR AGENDA

TRACTOR AND ROTARY CUTTER PURCHASE:

Staff recommended approval to purchase a utility tractor to be used in the sludge removal process as well as to maintain right of ways and other property maintenance. Through government pricing, a bid of \$55,900 was presented to the Board from Kings Equipment Group, Inc.

MOTION: Member Machan moved to approve the bid in the amount of \$55,900 from Kings Equipment Group, Inc. for a new utility tractor.

Member Ohm seconded the motion.

Upon roll call vote, the following voted:

“AYE”: Member Machan, Member Wellet, Vice President Ohm, President Stevens

“NAY”: None

Motion carried unanimously.

VENDOR MANAGED INVENTORY (VMI):

The Vendor Managed Inventory (VMI) agreement with Power Line Supply (PLS) has expired. Until a new supplier is selected, staff recommended purchasing the inventory from PLS that is frequently utilized and needed for a cost not to exceed \$460,000.

MOTION: Member Wellet moved to approve the purchase of the recommended inventory needed from Power Line Supply for a cost not to exceed \$460,000.

Member Machan seconded the motion.

Upon roll call vote, the following voted:

“AYE”: Member Wellet, Vice President Ohm, Member Machan, President Stevens

“NAY”: None

Motion carried unanimously.

BUTTERS AVENUE SUBSTATION CONSTRUCTION PROGRESS REPORT:

Jim Odneal, Engineering & Technical Services Director, updated the Board on the construction progress of the Butters Avenue substation.

BIG BOY LIFT STATION CONSTRUCTION PROGRESS REPORT:

Jim Odneal, Engineering & Technical Services Director, and Brian Musselman, Water/WRRF Superintendent, updated the Board on the construction progress of the Big Boy lift station.

ASPEN WIRELESS PROGRESS REPORT:

IT Director, Pat Pool, updated the Board on the progress of Phase II of the fiber project.

PUBLIC COMMENT:

None

NEW BUSINESS:

DIRECTOR'S REPORT:

- Power supply cost for November was \$.06832 kWh, resulting in a PCA of \$.0085013 kWh. Secondary meter is \$.0087563 kWh.
- ITC has completed and commissioned their half of the new Butters Avenue substation. This has been in the works since 2017 and will now bring a third redundant transmission line into the Coldwater Electrical System. This minimizes the risk of a total electrical outage if there was a fatal error (i.e. tornado to the transmission lines coming into town from the South).
- The CBPU has connected the first customers to the new Fiber To The Premise (FTTP) system at The Lofts. Several other homes in the first connected node are finishing beta testing and we hope to be connecting additional customers to the new system by the middle of January.

- Marc Hamm has announced his retirement from the Help Desk after 20 years of service to the Coldwater community. Marc was the familiar night time voice of the Help Desk.
- Linda Hyska has also announced her retirement from Customer Service after nearly 33 years of service. Her friendly smile and customer service will be greatly missed by our customers.

We will miss both Marc and Linda and their enormous contributions to the City and CBPU organization. We wish them well in their future retirement endeavors.

- For the testing period that ended September 30, 2020, the Water Department had zero sites testing above the lead and copper action levels. EGLE establishes the action levels at 15 parts per billion for lead and 1.3 parts per million for copper.
- City Hall remains closed until further notice. Customers wishing to make payments, start utility services or any City or CBPU service can continue to contact us either by telephone or electronically.
- CBPU has agreed to renew the sponsorship of the Coldwater High School Swim & Dive Team record boards as well as the daily display on the digital scoreboard located at the Dr. Robert W. Browne Aquatic Center for a period of five years for a cost of \$3,000 per year. This sponsorship took effect January 1, 2021.

Notification was received from the Department of Environment, Great Lakes, and Energy (EGLE) that Brad Losinski passed the examination for a Class D Wastewater Treatment Plant Operator Certification. Director Budd stated he would send a letter of congratulations to Mr. Losinski on behalf of the Board of Directors.

The Water Treatment Plant received a Certificate of Excellence from the ERA in recognition of its laboratory testing proficiency.

A thank you note was received from the Coldwater Elks Lodge for providing equipment, time and effort to fix their "stuck flag" on their flagpole.

A card was received from a customer wishing all of our "hard working" staff a Merry Christmas and to "stay well and don't forget to wear your masks."

DATE OF NEXT MEETING:

The date of the next regular meeting is Wednesday, February 3, 2021 at 5:00 p.m.

ADJOURN:

MOTION: Member Ohm moved that the meeting be adjourned.

Member Wellet seconded the motion.

Upon roll call vote, the following voted:

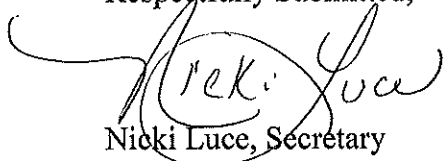
“AYE”: President Stevens, Vice President Ohm, Member Machan, Member Wellet

“NAY”: None

Motion carried unanimously.

Meeting adjourned at 5:45 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Nicki Luce", written over a circular stamp or seal.

Nicki Luce, Secretary  
Coldwater Board of Public Utilities