

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

Coldwater Board of Public Utilities
Coldwater, Michigan

January 9, 2020
5:00 P.M.
Council Chamber

Regular Meeting

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

Others:
Director Budd, Nicki Luce, Pat Pool, John Springhall, Brian Musselman,
Jodi, Shook, Jim Odneal, Bob Worley, Keith Baker, Tom Eldridge, Mike
Beckwith, Jim Selby and Mike Reen (Aspen Wireless), Matt Belange and
John Murphy (Commscope), Don Reid

ABSENT: Christine Zuzga

CALL TO ORDER:

Meeting called to order by President Stevens

NOTICE OF MEETING:

A notice of the meeting had been posted in accordance with Michigan
Public Act No. 267.

PUBLIC COMMENTS:

None

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 17, 2019.

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

Member Ohm seconded the motion.

Motion carried unanimously.

REGULAR AGENDA

CONSIDERATION OF PHASE II FIBER PROJECT – MANAGEMENT COSTS:

Director Budd presented a financial analysis to the Board for consideration of Phase II (Fiber To The Premise) which included a proposed design, costs and funding options. After much discussion, it was recommended that the Board authorize Director Budd to execute a contract with Aspen Wireless for project management costs in the amount of \$360,000.

MOTION: Member Machan moved to authorize Director Budd to execute a contract with Aspen Wireless in the amount of \$360,000 for project management costs for Phase II (Fiber To The Premise).

Member Wellet seconded the motion.

Motion carried unanimously.

CONSIDERATION OF PHASE II FIBER PROJECT – INSTALLATION:

It was also recommended that the Board authorize Director Budd to initiate Phase II (Fiber To The Premise) for a cost not to exceed \$4.2 million with the understanding that bid award winners will be approved by the Board throughout the installation process.

MOTION: Member Ohm moved to authorize Director Budd to initiate Phase II (Fiber To The Premise) for a cost not to exceed \$4.2 million with the understanding that bid award winners will be approved by the Board throughout the installation process.

Member Machan seconded the motion.

Motion carried unanimously.

ASPEN WIRELESS PROGRESS REPORT:

IT Director, Pat Pool, updated the Board on the progress of Phase I of the fiber project. He presented the in-progress project milestones, the cost of the project to date of \$739,436 and the expected completion date of January 31st.

Pat Pool, IT Director, introduced Bob Worley to the Board and announced his acceptance of the ISP Operations Manager position. Bob provided a brief bio and thanked the Board for the opportunity.

PUBLIC COMMENTS:

None

NEW BUSINESS:

DIRECTOR'S REPORT:

- Bob Worley has accepted the promotion to ISP Operations Manager. Bob's new role will include overseeing the Help Desk as well as all Telecommunications Field Technicians. This was one of the positions identified in the Plante Moran IT assessment. The position has been open since March 2018.
- Kyle Cox has obtained his level C wastewater operator license issued by the Department of Environment, Great Lakes, & Energy (EGLE).

DATE OF NEXT MEETING:

The date of the next regular meeting is Wednesday, February 5, 2020 at 5:00 p.m.

ADJOURN:

MOTION: Member Wellet moved that the meeting be adjourned.

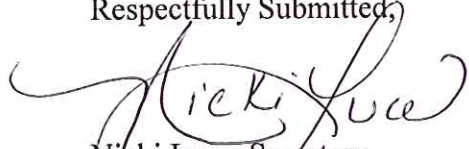
Member Ohm seconded the motion.

Motion carried unanimously.

Meeting adjourned at 6:24 p.m.

Coldwater Board of Public Utilities
Regular Meeting Continued
January 9, 2020

Respectfully Submitted,

A handwritten signature in cursive script that reads "Nicki Luce". The signature is written in black ink and is positioned above the printed name.

Nicki Luce, Secretary
Coldwater Board of Public Utilities