

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

Coldwater Board of Public Utilities
Coldwater, Michigan

January 11, 2022
5:00 p.m.
Council Chamber

Regular Meeting

PRESENT: Members:
President Stevens, Travis Machan, John Wellet, Terry Whelan

Others:
Director Budd, Nicki Luce, John Springhall, Brian Musselman, Jodi Beckhusen, Pat Pool, Jim Odneal, Jon Foley, Tom Eldridge, Megan Angell, Andrew Cameron, Jesse Smith, Harold Jenkins, Alek Santure, Mike Harvey, Paul and Kerri Jakubczak, Don Reid

ABSENT: Vice President Scott Ohm

CALL TO ORDER:

Meeting called to order by President Stevens

NOTICE OF MEETING:

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

PUBLIC COMMENT:

None

It was noted that there were 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 1, 2021.
2. Closed Meeting of the Board of Directors held December 1, 2021.
3. Special Meeting of the Board of Directors held December 8, 2021.
4. Regular Meeting of the Michigan South Central Power Agency Board of Commissioners held November 4, 2021.

DEPARTMENTAL REPORTS:

1. Board of Public Utilities Operation Reports and Financial Statements for November 2021.
2. Bills and Accounts for period ending December 31, 2021.
3. Power Supply Cost Projections.

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

Member Machan seconded the motion.

Motion carried unanimously.

Water/WRRF Superintendent, Brian Musselman, introduced new hire, Alek Santure, Water Department Utility Worker. Alek provided a brief bio to the Board.

REGULAR AGENDA

WRRF EXPANSION STUDY & PLANS:

Due to the eventual need to expand the Wastewater Resource Recovery Facility (WRRF), Mike Harvey of Donohue & Associates presented a study which would effectively provide a plan for the next 20 years.

WRRF CAPITAL BUDGET PLAN:

Staff presented the Board with a six-year Capital Budget Plan for the Wastewater Resource Recovery Facility (WRRF) for future funding and planning purposes for future expansion and improvements.

WASHINGTON/PERKINS SEWER REHABILITATION BID RECOMMENDATION:

Due to significant water infiltration, Fishbeck solicited bids for the lining of the sanitary sewers on Washington and Perkins Streets. Based upon the review of the submitted bid specifications, staff recommended the Board approve the low bid from Granite Inliner, LLC for a cost of \$64,765.

MOTION: Member Machan moved to approve the low bid from Granite Inliner, LLC for the lining of the sanitary sewers on Washington and Perkins Streets for a cost of \$64,765.

Member Whelan seconded the motion.

Motion carried unanimously.

APPOINTMENT OF MSCPA ALTERNATE COMMISSIONER:

Due to Jim Odneal's departure, CBPU Resolution No. 22-01 was presented to the Board requesting that Andrew Cameron be appointed as Coldwater's alternate to the Michigan South Central Power Agency (MSCPA) Board of Commissioners in the absence or unavailability of Director Budd.

MOTION: Member Wellet moved to adopt CBPU Resolution No. 22-01 as presented.

Member Machan seconded the motion.

Motion carried unanimously.

APPOINTMENT OF AMP ALTERNATE REPRESENTATIVE:

Due to Jim Odneal's departure, City Resolution No. 22-01 was presented to the Board requesting that Andrew Cameron be appointed as Coldwater's alternate to the Board of Trustees of American Municipal Power (AMP) in the absence or unavailability of Director Budd.

MOTION: Member Whelan moved to approve City Resolution No. 22-01 as presented and forward to City Council for its approval.

Member Wellet seconded the motion.

Motion carried unanimously.

COVID-19 – EMERGENCY TEMPORARY STANDARD (ETS) DISCUSSION:

Director Budd updated the Board on OSHA’s Emergency Temporary Standard (ETS) on COVID-19. Staff is keeping a close eye on the Court’s decision and preparing to move forward, if directed.

ASPEN WIRELESS PROGRESS REPORT:

Director Budd updated the Board on the progress of Phase II of the fiber project.

UTILITY DIRECTOR INTERVIEW:

A second interview with Paul Jakubczak was conducted. The Board set a date for a special meeting to be held Monday, January 17, 2022 at 4:00 p.m. to discuss the Utility Director vacancy.

PUBLIC COMMENT:

None

NEW BUSINESS:

DIRECTOR’S REPORT:

- The Power Cost Adjustment for the December billing was \$.00.
- Jim Odneal has accepted a job to become the Assistant Utility Director for Bowling Green, Ohio. This is a great move for Jim and his wife, Amy, to relocate back closer to his hometown. We wish Jim and his family nothing but the best in his future endeavors.

Alek Santure has been hired to replace Damian Cole in the Water Department. Alek was hired as seasonal help by the City back in May and assisted at the Cemetery under the direction of Gerald Brodt. Alek will now join us on the CBPU side full-time as a Utility Worker.

Jarad Ennis has earned his Drinking Water Operator S-2 Certification from the Department of Environment, Great Lakes, and Energy. This is an important step in promoting safe drinking water for the City of Coldwater. Congratulations Jarad!

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- We are starting to acquire parts and materials in order to begin the lead service line replacement work in the Spring.
- The application submitted for state disaster assistance for damages that occurred from the severe storms Branch County endured in August has been approved by the Emergency Management and Homeland Security Division (EMHSD). A reimbursement in the amount of \$144,388.22 is expected to be received soon.
- Engine 2 has been fully restored and has passed the emissions testing for the State of Michigan. All engines are now certified for another three (3) years for the air quality permit.
- Contractors are working on installing the automatic transfer switch. Once commissioned, this will improve operations at the WRRF during any future power outage.
- The Electric Department has announced they have completed their deployment of AMI meter reading devices. This has been a huge effort over the last several years and is quite a milestone. There are still some water meters to be installed before the CBPU is fully AMI deployed.

A thank you note from the Branch Area Food Pantry was received for the financial donation made by employees to their annual holiday drive in November.

DATE OF NEXT MEETING:

The date of the next regular meeting is **Wednesday, February 2, 2022 at 5:00 p.m.**

ADJOURNMENT:

Noting no other business to come before the Board, President Stevens adjourned the meeting at 6:53 p.m.

Respectfully Submitted,



Nicki Luce, Secretary
Coldwater Board of Public Utilities