

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

Coldwater Board of Public Utilities
Coldwater, Michigan

June 2, 2021
5:00 p.m.
Council Chamber

Regular Meeting

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

Others:
Director Budd, Nicki Luce, Brian Musselman, Jodi Shook, Tom Eldridge,
Jim Odneal, SueAnn Aldinger, Sheila Puffenberger, Corey Post, Dylan
McFarland, Jill Ware, Abbey Hoffman, Don Reid

Via Zoom:
Pat Pool, Jeff Brown and Caitlin Wineka, Fishbeck

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 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 May 5, 2021.
2. Regular Meeting of the Michigan South Central Power Agency Board of Commissioners held April 1, 2021.
3. Special Meeting of the Michigan South Central Power Agency Board of Commissioners held April 21, 2021.

DEPARTMENTAL REPORTS:

1. Board of Public Utilities Operation Reports and Financial Statements for April 2021.
2. Bills and Accounts for period ending May 31, 2021.
3. Power Supply Cost Projections.
4. MERS Defined Benefit Pension Plan Statement for the quarter ending March 31, 2021.

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

Member Machan seconded the motion.

Motion carried unanimously.

Director Budd introduced City and CBPU new hires: SueAnn Aldinger, Customer Service Representative; Sheila Puffenberger, IT Manager; Corey Post, Water Operator; Jill Ware, Customer Service Representative; and Abbey Hoffman, Marketing Coordinator. Each provided a brief bio to the Board. Due to COVID, in-person introductions could not take place at prior meetings.

REGULAR AGENDA

DRINKING WATER STATE REVOLVING FUND (DWSRF) PROJECT PLAN:

Jeff Brown and Caitlin Wineka from Fishbeck presented the Drinking Water State Revolving Fund (DWSRF) Project Plan detailing improvements needed at the Water Treatment Plant as well as proposed projects in the distribution system. Staff recommended the Board approve the DWSRF Project Plan and forward to City Council for final adoption.

MOTION: Member Wellet moved to approve the Drinking Water State Revolving Fund (DWSRF) Project Plan and forward to City Council for final adoption.

Member Whelan seconded the motion.

Motion carried unanimously.

DYLAN MCFARLAND, OJT EXPERIENCE PRESENTATION:

Dylan McFarland, BACC student, shared his On-The-Job Training experience working in the IT Department this school year.

PUBLIC ACT 95:

Public Act 95 (PA 95) creates a funding mechanism for low-income energy assistance by establishing a non-by-passable surcharge for every Michigan electric utility. By July 1 of each year, each electric utility has the option to opt in or opt out of PA 95. Since its inception, the CBPU has chosen to opt out of PA 95. Staff recommended the Board opt out of PA 95 for fiscal year 2021/2022.

MOTION: Member Machan moved to approve that the CBPU opt out of PA 95 for fiscal year 2021/2022.

Member Wellet seconded the motion.

Motion carried unanimously.

PRESENTATION OF 2021/2022 FISCAL YEAR BUDGETS:

Director Budd presented a summary of the CBPU 2021/2022 fiscal year utility operating budgets as well as the proposed capital budgets. The Board was asked to approve the budgets as presented and forward to City Council for inclusion in the City budget.

MOTION: Member Whelan moved to approve the CBPU 2021/2022 fiscal year utility operating budgets and capital budgets as presented and forward to City Council for inclusion in the City budget.

Member Machan seconded the motion.

Motion carried unanimously.

RESOLUTION NO. 21-44, DEMAND RESPONSE PROGRAM:

To allow qualifying customers the opportunity to enter into a third party contract to provide aggregation of demand response services into MISO, staff recommended the Board amend existing Resolution No. 09-02, approve Resolution No. 21-44 and forward to City Council for final adoption.

MOTION: Member Wellet moved to amend Resolution No. 09-02, approve Resolution No. 21-44 and forward to City Council for final adoption.

Member Whelan seconded the motion.

Motion carried unanimously.

BROADBAND SERVICE CONTRACT:

In an attempt to lower costs and improve redundancy, negotiations started early to replace the existing broadband service contracts with CTS and Everstream due to expire this year. Upon review of the three quotes received, staff recommended the Board approve a single vendor contract to CTS.

MOTION: Member Machan moved to approve a single vendor contract for broadband services to CTS.

Member Wellet seconded the motion.

Motion carried unanimously.

PGS RESOURCES SETTLEMENT:

Due to vague language contained in a 1997 agreement between the City of Coldwater and PGS Resources LLC, staff recommended offering PGS a settlement of \$35,000 to resolve any future claims of unpaid assessments on Willowbrook Road. Assuming final legal approval by the City Attorney, the Board was asked to approve a tentative settlement of \$35,000 to PGS Resources LLC and forward this issue to City Council for final approval.

MOTION: Member Wellet moved to approve a tentative settlement of \$35,000 to PGS Resources LLC and forward to City Council for final approval.

Member Machan seconded the motion.

Motion carried unanimously.

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:

- This month's power supply cost adjustment is \$.00918. PCA for secondary meters is \$.00945.
- Abbey Hoffman has started her position as the Marketing Coordinator. Abbey has a Bachelor's degree from Florida Southern College majoring in Business Administration with minors in Communication and Political Science. She is originally from Camden, MI.
- Construction on the Monroe Street rehabilitation project has resumed. The water main is completed and work on the sanitary service has started. While the project has been delayed, it is still planning to be completed by July.
- Construction on the water main on Sauk River has started and moving along as planned.
- MISO appears to be moving closer towards the 2nd Definitive Planning Phase (DPP2) for the proposed Natural Gas Peaking Plant. At this time, work has commenced on air permitting and other items. The decision point to move forward or cancel the project is still looking like mid-September or early October.
- City Hall will be reopening to the public on June 1. Several changes will be seen in the rotunda area including the addition of a service desk for Neighborhood Services. We have also moved around several different workstations and offices to increase social distancing.
- Along with Hillsdale, the CBPU recently went out for an RFP for a solar field and received bids from 26 different solar developers. At this time, the pricing for a smaller solar site alongside I-69 is not cost effective to pursue. We will continue to evaluate other options to increase our renewable portfolio.

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- Several operational and legal hurdles have delayed the planned withdrawal of the Village of Union City from the MSCPA. Everything continues to move forward, but it will most likely be December 1 before the withdrawal is completed.
- IGS has notified the CBPU they will no longer provide our customers a home warranty service at the end of our contract term which is May 25, 2022. Those customers who have a contract will be billed by IGS directly. Staff is looking at whether this service was beneficial to our customers, or whether there is another provider who can offer these services.
- It's that time of year again! We want to remind customers of the \$75 rebate towards the maintenance of their air conditioning units.
- The east drive into Waterworks Park has been closed while repairs and reseeded of the lawn is completed in that area.
- The septage receiving station has been down for repairs for the last two weeks. It is expected to be back in service by June 1.
- Staff have cleaned the aerators at the Water Treatment Plant. It is the manufacturers recommendation that cleaning be done every seven years.

A thank you note was received from Dylan McFarland for allowing him the opportunity and experience of being an OJT student this past school year.

A thank you note was received from the Branch County Coalition Against Domestic & Sexual Violence for the sponsorship of their Walk A Mile In Their Shoes event.

DATE OF NEXT MEETING:

The date of the next regular meeting is **Wednesday, July 7, 2021 at 5:00 p.m.**

ADJOURNMENT:

Noting no other business to come before the Board, President Stevens adjourned the meeting at 6:39 p.m.

Respectfully Submitted,



Nicki Luce, Secretary
Coldwater Board of Public Utilities