

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

Coldwater Board of Public Utilities
Coldwater, Michigan

September 1, 2021
5:00 p.m.
Council Chamber

Regular Meeting

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

Others:
Director Budd, Nicki Luce, John Springhall, Brian Musselman, Pat Pool, Keith Baker, Tom Eldridge, Jim Odneal, Andrew Cameron, Harold Jenkins, Jesse Smith, Anna Skelly, Don Reid

ABSENT: None

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 August 4, 2021.
2. Regular Meeting of the Michigan South Central Power Agency Board of Commissioners held July 1, 2021.

DEPARTMENTAL REPORTS:

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

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

Member Ohm seconded the motion.

Motion carried unanimously.

Finance Director, Tom Eldridge, introduced new Staff Accountant, Anna Skelly. She provided a brief bio to the Board.

REGULAR AGENDA

RULES, REGULATIONS AND RATES:

Due to an administrative oversight back in July, the monthly meter charges for the Solar Net Billing (SNB) rate classes currently published in the Rules, Regulations and Rates conflict with current rates. Director Budd requested the Board approve correcting the Solar Net Billing meter charges to coincide with each respective rate class effective immediately.

MOTION: Member Wellet moved to approve correcting the Solar Net Billing meter charges to coincide with each respective rate class effective immediately.

Member Whelan seconded the motion.

Motion carried unanimously.

UTILITY DIRECTOR SEARCH DISCUSSION:

Due to his resignation announcement on August 23, 2021, Director Budd shared a presentation detailing his current and potential obligations as Director throughout the remainder of the year, on-going departmental projects and replacement options to consider. The Board requested that a workshop be scheduled within the next two weeks to further discuss all options and provide a direction to move forward.

ASPEN WIRELESS PROGRESS REPORT:

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

PUBLIC COMMENT:

None

NEW BUSINESS:

DIRECTOR'S REPORT:

- The Power Cost Adjustment for the August billing was \$.0057. The PCA for secondary meters was \$.0058.
- We want to welcome Anna Skelly to the organization. Anna has been hired as a Staff Accountant in the Finance Department. Anna earned her associates degree in accounting at KCC and her bachelor's degree in business administration with a concentration in accounting from Baker College.
- On August 20, the Joint Michigan Apprenticeship Program (JMAP) recently celebrated the graduation of 13 apprentice linemen from several Michigan utilities to become journeymen electrical line workers. Among those was our very own, Glenn Raymond.
- Elijah "Eli" Quinn has joined the IT Department as our 2021/2022 OJT student. He is currently enrolled in the Computer Networking Technologies program at the BACC. As in year's past, our hope is for Eli to gain valuable firsthand experience as it relates to his coursework at BACC.

- All departments of the City/CBPU that assisted with the devastating storm on August 12 did an exceptional job. With the mutual aid assistance from Marshall, Hillsdale and Napoleon, Bowling Green and Bryan, Ohio, power was restored as quickly and safely as possible.

The final tally of the financial costs of the storm is still being calculated as we are still waiting on several bills from vendors. However, the early estimate is approximately \$100,000.

CBPU Electric crews were dispatched to the City of Sturgis on August 16 to aid in their restoration efforts after local outages were restored, while Water and Wastewater crews were sent to the Village of Quincy.

- The Electric Department received their new bucket truck. This truck was approved back in November of 2019 but because of manufacturing delays, it just recently arrived. This is replacing a 2013 truck.
- AMP has a used bucket truck for sale. With the increase of new fiber installations, it was determined an additional bucket truck would greatly improve the speed and efficiency of the installations. We looked at renting a bucket truck, but in the end, the purchase of the used truck makes more financial sense. Assuming the truck passes all of our inspections, we plan on purchasing the truck for \$25,000. This is a low-risk unbudgeted purchase and is only a stopgap measure as it will be sold once the majority of the installations are complete.
- CBPU will be hosting the annual Household Hazardous Waste collection event on Saturday, September 25 from 9:00 a.m. to 2:00 p.m. at the Branch County Fairgrounds. We would like to thank the City of Coldwater, City of Bronson, Village of Quincy, and Algansee, Bethel, Bronson, Coldwater, Kinderhook, Ovid and Quincy Townships for participating. Only waste from these communities will be collected at this year's event. Please visit our website for a list of items that will and will not be accepted.
- Hydrant flushing will start the week of September 20 and will take approximately five (5) days to complete. Staff will be working extended hours to reduce the impact to our residents. Customers are advised to be careful driving in these areas for their safety and that of our employees.
- City and CBPU offices will be closed on Monday, September 6 in observation of Labor Day.

Several thank you notes were received from the Branch County 4-H Fair participants for the trophies and plaques sponsored by the CBPU.

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Regular Meeting Continued
September 1, 2021

Board Member Wellet thanked all City/CBPU crews for their efforts in quickly restoring power and cleaning up trees and debris due to the August 12th storm.

DATE OF NEXT MEETING:

The date of the next regular meeting is **Tuesday, October 12, 2021 at 5:00 p.m.**

ADJOURNMENT:

Noting no other business to come before the Board, President Stevens adjourned the meeting at 5:41p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Nicki Luce". The signature is written in black ink and is positioned below the text "Respectfully Submitted,".

Nicki Luce, Secretary
Coldwater Board of Public Utilities