

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

Coldwater Board of Public Utilities
Coldwater, Michigan

March 2, 2022
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, Pat Pool, Keith Baker, Tom
Eldridge, Andrew Cameron, Megan Angell, Christine Delaney

ABSENT: Vice President 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 February 2, 2022.
2. Workshop of the Board of Directors held February 17, 2022.
3. Regular Meeting of the Michigan South Central Power Agency Board of Commissioners held December 2, 2021.

DEPARTMENTAL REPORTS:

1. Board of Public Utilities Operation Reports and Financial Statements for January 2022.
2. Bills and Accounts for period ending February 28, 2022.
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.

REGULAR AGENDA

TIBBITS SPONSORSHIP REQUEST:

Christine Delaney, Executive Director of the Tibbits Opera Foundation & Arts Council, requested the Board consider renewing the corporate membership as well as sponsoring the upcoming production of the Broadway musical “I Love You, You’re Perfect, Now Change!” as part of the Tibbits Summer Theatre for a total cost of \$5,500.

MOTION: Member Machan moved to approve the sponsorship request from Tibbits for a total cost of \$5,500.

Member Wellet seconded the motion.

Motion carried unanimously.

BENNETT STREET SUBSTATION CIRCUIT REDESIGN:

To improve voltage regulation, give operational flexibility and reduce the scope of an outage, staff presented a proposal from GRP Engineering, Inc. in the amount of \$24,000 for engineering services for the redesign of the circuits at the Bennett Street substation.

MOTION: Member Wellet moved to approve the proposal from GRP Engineering, Inc. for engineering services for the redesign of the circuits at the Bennett Street substation for a total cost of \$24,000.

Member Machan seconded the motion.

Motion carried unanimously.

BENNETT STREET SUBSTATION RELAY PANEL UPGRADE:

Because existing relay panels are outdated and unreliable, staff presented a proposal from GRP Engineering, Inc. in the amount of \$76,000 for engineering services associated with a 13.8kV relay panel upgrade project at the Bennett Street substation.

MOTION: Member Whelan moved to approve the proposal from GRP Engineering, Inc. for the 13.8kV relay panel upgrade project at the Bennett Street substation for a total cost of \$76,000.

Member Wellet seconded the motion.

Motion carried unanimously.

MICHIGAN AVENUE SUBSTATION DISTRIBUTION CIRCUIT RELAY PANEL UPGRADE:

Because existing relay panels are outdated and unreliable, staff presented a proposal from GRP Engineering, Inc. in the amount of \$68,000 to complete engineering services for the distribution circuit relay panel upgrade project at the Michigan Avenue substation.

MOTION: Member Machan moved to approve the proposal from GRP Engineering, Inc. for the distribution circuit relay panel upgrade at the Michigan Avenue substation for a total cost of \$68,000.

Member Whelan seconded the motion.

Motion carried unanimously.

WATERWORKS PARK CAPITAL IMPROVEMENTS:

The Board was presented with a proposal from Fishbeck for the engineering design for the parking and pathway improvements at Waterworks Park for a cost not to exceed \$21,500.

MOTION: Member Machan moved to approve the proposal from Fishbeck to perform the engineering design for the parking and pathway improvements at Waterworks Park for a cost not to exceed \$21,500.

Member Wellet seconded the motion.

Motion carried unanimously.

MICHIGAN/WASHINGTON/PERKINS UTILITY AND ROAD IMPROVEMENTS:

Bids for the Michigan, Washington and Perkins utility and road improvement project were received. Concord Excavating & Grading Inc. provided the low bid. The bid was evaluated and recommended by Fishbeck. Staff supports Fishbeck's recommendation for awarding the bid to Concord Excavating & Grading, Inc. in the amount of \$1,237,429.15. The BPU's share of the project is approximately \$565,000.

MOTION: Member Wellet moved to approve the bid from Concord Excavating & Grading Inc. for the utility and road improvements on Michigan, Washington and Perkins in the amount of \$1,237,429.15 and forward to City Council for final approval of the project.

Member Whelan seconded the motion.

Motion carried unanimously.

MICHIGAN SOUTH CENTRAL POWER AGENCY COMMISSIONER APPOINTMENT:

Due to Director Budd's departure, CBPU Resolution No. 22-02 was presented to the Board requesting that incoming Utility Director, Paul Jakubczak, be appointed as Coldwater's representative to the Michigan South Central Power Agency (MSCPA) Board of Commissioners effective March 7, 2022.

MOTION: Member Wellet moved to approve CBPU Resolution No. 22-02.

Member Machan seconded the motion.

Motion carried unanimously.

AMP BOARD REPRESENTATION:

Due to Director Budd's departure, City Resolution No. 22-14 was presented to the Board requesting that incoming Director, Paul Jakubczak, be appointed to represent Coldwater on the Board of Trustees of American Municipal Power (AMP) effective March 14, 2022.

MOTION: Member Machan moved to approve City Resolution No. 22-14 as presented and forward to City Council for its approval.

Member Whelan seconded the motion.

Motion carried unanimously.

BRANCH COUNTY ECONOMIC GROWTH ALLIANCE BOARD APPOINTMENT:

Due to Director Budd's departure, the Board was presented with a recommendation that incoming Director, Paul Jakubczak, be appointed to represent the CBPU on the BCEGA Board effective March 7, 2022.

MOTION: Member Wellet moved to approve the appointment of Paul Jakubczak as the new BCEGA representative for the CBPU effective March 7, 2022.

Member Machan seconded the motion.

Motion carried unanimously.

PROJECT V – NATURAL GAS TURBINE:

Based on AMP's recommendation and information available to date, Director Budd recommended the Board authorize the MSCPA to approve moving forward to the Definitive Planning Phase (DPP3) for Project V.

MOTION: Member Wellet moved to approve authorizing the MSCPA to move forward to the Definitive Planning Phase (DPP3) for Project V.

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:

- The Power Cost Adjustment for the February billing was \$.00.
- Lory Rzepka has announced her retirement from the CBPU. Lory has been with the organization since August 1997. She started as a Receptionist, and moved to the Electric Department as a Meter Reader in 2001. Lory was CPR certified and therefore provided training to employees over the years. We would like to congratulate Lory on her upcoming retirement, and wish her nothing but the best in her future endeavors. Her last day will be March 31, 2022.
- This is my last official meeting as the Utility Director for the Coldwater Board of Public Utilities. I would like to welcome incoming Utility Director, Paul Jakubczak, from Fort Pierce, Florida as my predecessor. I would like to share my gratitude to both current and past Board Members, City Council members and staff for their support, but more so their friendship. The relationships I have made over the last 22+ years is what I will miss the most. Thank you for allowing me the opportunity to serve the City of Coldwater and the Coldwater Board of Public Utilities.

PRESENTATION TO DIRECTOR BUDD:

President Stevens presented Director Budd with an Antique Electric Meter in appreciation for his 22+ years of service to the City of Coldwater and the Coldwater Board of Public Utilities. Director's Budd last day will be March 4, 2022.

Coldwater Board of Public Utilities
Regular Meeting Continued
March 2, 2022

DATE OF NEXT MEETING:

The date of the next regular meeting is **Thursday, April 14, 2022 at 5:00 p.m.**

ADJOURNMENT:

Noting no other business to come before the Board, President Stevens adjourned the meeting at 6:19 p.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