

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

Coldwater Board of Public Utilities
Coldwater, Michigan

April 5, 2023
5:00 p.m.
Council Chamber

Regular Meeting

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

Others:
Director Jakubczak, Nicki Luce, John Springhall, Brian Musselman, Pat Pool, Jon Foley, Bryan Massey, Andrew Cameron, Dave Luce, Kyle Cox, Harold Jenkins, Abbey Hoffman, Keith Baker, Megan Angell, Tom Eldridge, Ryan Blount, Stacey Russell, Preslie Sielken, Mike Harvey, Kerri Jakubczak, Don Reid

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 March 2, 2023.
2. Regular Meeting of the Michigan South Central Power Agency Board of Commissioners held February 2, 2023.

DEPARTMENTAL REPORTS:

1. Board of Public Utilities Operation Reports and Financial Statements for February 2023.
2. Bills and Accounts for period ending March 31, 2023.
3. Power Supply Cost Projections.
4. S&P Global Ratings Report.

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

Member Machan seconded the motion.

Motion carried unanimously.

Recent new hires Preslie Sielken, Customer Service Representative, and Ryan Blount, Utility Worker, were introduced. They each provided a brief bio to the Board.

REGULAR AGENDA

DUMP TRUCK #23 REPLACEMENT:

After reviewing the specifications to replace dump truck #23, staff recommended the Board approve bids from Cole Story Ford, Knapheide and Tri-State Equipment Company through a Michigan Mi-Deal contract for a cost of \$93,853.88 for a complete unit replacement.

MOTION: Member Machan moved to approve the purchase of a dump truck unit from Cole Story Ford, Knapheide and Tri-Tate Equipment Company for a total cost of \$93,853.88.

Member Whelan seconded the motion.

Motion carried unanimously.

FILTER AND SODIUM HYPOCHLORITE IMPROVEMENT PROJECT:

Bids were solicited for the Filter and Sodium Hypochlorite Improvement Project at the Water Treatment Plant. With the low bid coming in \$570,000 higher than anticipated, staff recommended splitting the project and complete only the filter improvements this year. Andy J. Egan Co., Inc. provided the low bid. The bid was evaluated and recommended by Fishbeck. Staff supports Fishbeck's recommendation for awarding the filter improvement bid to Andy J. Egan Co., Inc. in the amount of \$610,246.

MOTION: Member Wellet moved to approve the bid for the filter improvements at the Water Treatment Plan to Andy Egan Co., Inc. in the amount of \$610,246.

Member Whelan seconded the motion.

Motion carried unanimously.

CLEAN WATER STATE REVOLVING FUND (CWSRF) PROJECT PLAN:

Mike Harvey from Donohue & Associates, Inc. presented the Clean Water State Revolving Fund (CWSRF) Project Plan to the Board. In order to continue to pursue a loan for the WRRF expansion, the next step in the process is a Public Hearing scheduled to take place Monday, April 24, 2023.

AMP R.I.C.E. PEAKING PROJECT LEASE AND INTERCONNECTION AGREEMENTS:

To continue to move forward with the AMP R.I.C.E. Peaking Project, staff recommended the Board approve a Lease Agreement as well as an Interconnection Agreement to install 7.5MW of Behind-The-Meter (BTM) diesel generation at the Bennett Street substation.

MOTION: Member Wellet moved to approve the AMP R.I.C.E. Peaking Project Lease Agreement and Interconnection Agreement, forwarding the Lease Agreement to City Council for final approval.

Member Machan seconded the motion.

Motion carried unanimously.

PUBLIC COMMENT:

None

NEW BUSINESS:

DIRECTOR'S REPORT:

- This month's Power Cost Adjustment is \$0.01071 and the PCA for secondary meters is \$0.01103.
- Zachery Bower has accepted the open Part-Time Help Desk Technician position. Zakk graduated from Coldwater High School and also works full-time as a Teller at Century Bank & Trust. Zakk's first day was March 6.

Preslie Sielken accepted the open Customer Service Representative position. Preslie resides in Coldwater with her husband, Kameron. Her first day was March 13.

Congratulations to Bob Granger for accepting the Director of Municipal Services position left vacant by Todd Mistor. Bob has over 12 years of service with CBPU and will be a great asset to the City of Coldwater. Bob officially began his new role and responsibilities on March 20. The CBPU will be looking to fill Bob's role in the near future.

Ryan Blount accepted the open Utility Worker position in the Water Department. Ryan resides in Coldwater with his wife, Kaitlin, and their four children. Ryan's first day was March 27.

- The Coldwater Area Chamber of Commerce awarded the CBPU as its 2022 Business of the Year at its 69th Annual Community Awards Dinner on March 9, 2023. The Business of the Year award recognizes "a business, small or large, that goes out of its way to become a community partner. The business donates time, resources, and leadership to support projects and activities that benefit the community." We are honored and thankful to the Chamber for this recognition.
- We concluded "March is Reading" month partnering with Jefferson Elementary, Max Larsen Elementary and Pansophia Academy teaching students about electrical safety and reading our "If I Were a Lineworker" book. In total, 25 K-3 teachers participated.

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- The City and the CBPU also partnered with the United Way for its annual United We Read event on Wednesday, March 22. Six employees represented the organization and read to students in five different schools within the City of Coldwater.
- The CBPU hosted its first session of the Citizen's Academy on March 23. Participants learned about our Electric, Engineering and Energy Optimization departments, and witnessed our line workers perform a pole top rescue demonstration. The Water, WRRF and Telecommunication departments will be hosting the next session on the April 20.
- Telecommunications disconnects begin April 14 with Electric disconnects to follow on April 18. Therefore, a reminder to CBPU customers who may need some assistance with their utilities. The CBPU encourages any customer who needs utility bill assistance to contact our Customer Service Team at (517) 279-9531 to ask about available resources in our community. Customers may also call 2-1-1 or visit www.mi211.org for energy assistance information or learn about agencies that can help with utilities and other housing needs.
- Spring hydrant flushing is scheduled for the week of April 17. Staff will be working two shifts, 6:00 a.m. to 2:00 p.m. and 2:00 p.m. to 10:00 p.m. They will start in Ward 1 and move to Wards 4, 2 and 3 respectively throughout the remainder of the week. During hydrant flushing you may notice discoloration of your water. If this occurs, slowly run cold water out of your faucet until the water becomes clear. This process will remove sediment from the system that naturally accumulates. You can learn more about hydrant flushing and discover our NEW hydrant flushing map at <http://ow.ly/zgpn50Nuiu4>.
- To continue our community engagement initiatives, staff is working to schedule an Earth Day Clean-Up. The goal is for employees to help beautify one of the City parks. Tentatively, this is scheduled for Friday, April 21.
- As a continued improvement to Waterworks Park, CBPU has installed a new lookout platform on the North side of Sauk River. This platform allows the patrons of the park an enhanced view of the river. We are planning to install a similar platform on the South side in the near future.
- Twelve utilities, including a four-man crew from the CBPU, provided mutual aid to Wapakoneta, Ohio April 1-5 due to straight line winds, possibly a tornado, that went through the area. CBPU also provided poles to assist in the restoration efforts.

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- In observance of Good Friday, the City/CBPU offices will close at noon on Friday, April 7.

The Water Department was awarded the CDC's Water Fluoridation Quality Award for 2021. This award recognizes public water systems that adjust the fluoride concentration in their drinking water to achieve a level that is in the optimal range for 12 consecutive months.

DATE OF NEXT MEETING:

The date of the next regular meeting has been scheduled for **Wednesday, May 3, 2023 at 5:00 p.m.**

ADJOURNMENT:

Noting no other business to come before the Board, President Stevens adjourned the meeting at 5:35 p.m.

Respectfully Submitted,



Nicki Luce, Secretary
Coldwater Board of Public Utilities