

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

Coldwater Board of Public Utilities
Coldwater, Michigan

June 7, 2023
5:00 p.m.
Council Chamber

Regular Meeting

PRESENT: Members:

President Stevens, Vice President Ohm, Travis Machan, John Wellet

Others:

Director Jakubczak, Nicki Luce, John Springhall, Andrew Cameron, Keith Baker, Megan Angell, Tom Eldridge, Amanda Miller, Jesse Smith, Harold Jenkins, Abbey Hoffman, Audree Steel, Breyton Franklin, Frank Monnig, Bryan Torres-Alcantar, Don Reid

ABSENT: Terry Whelan

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 May 3, 2023.
2. Regular Meeting of the Michigan South Central Power Agency Board of Commissioners held April 6, 2023.

DEPARTMENTAL REPORTS:

1. Board of Public Utilities Operation Reports and Financial Statements for April 2023.
2. Bills and Accounts for period ending May 31, 2023.
3. Power Supply Cost Projections.
4. MERS Defined Benefit Pension Plan Statement for quarter ending March 31, 2023.

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

Member Machan seconded the motion.

Motion carried unanimously.

Summer Interns Breyton Franklin, Frank Monnig and Audree Steel were introduced. They each provided a brief bio to the Board.

REGULAR AGENDA

BRYAN TORRES-ALCANTAR, OJT EXPERIENCE PRESENTATION:

Bryan Torres-Alcantar, BACC student, shared his On-the-Job Training experience working in the IT Department this school year.

2023/2024 FISCAL YEAR BUDGETS:

Assistant Finance Director, Amanda Miller, presented a summary of the CBPU 2023/2024 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 Machan moved to approve the CBPU 2023/2024 fiscal year utility operating budgets and capital budgets as presented and forward to City Council for inclusion in the City budget.

Member Ohm seconded the motion.

Motion carried unanimously.

CBPU – VALUE TO THE CITY:

Director Jakubczak shared a presentation detailing the value to the City of Coldwater for having a locally-owned and governed Public Utility.

WATERWORKS PARK SPARK GRANT APPLICATION:

City Manager, Keith Baker, updated the Board on Round #2 of the Spark Grant application process available from the Michigan Department of Natural Resources (MDNR) for the Waterworks Park Improvement Project.

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 2023/2024.

MOTION: Member Ohm moved to approve the CBPU opt out of PA 95 for Fiscal Year 2023/2024.

Member Wellet seconded the motion.

Motion carried unanimously.

MAROA FIVE-YEAR INSPECTION AND PREVENTATIVE MAINTENANCE:

Bids for the five (5) year inspection and preventative maintenance of the Maroa substation were received. Staff recommended the low bid submitted by Premier Power Maintenance for a total amount of \$37,011.07.

MOTION: Member Wellet moved to approve the bid from Premier Power Maintenance for the five (5) year inspection and preventative maintenance of the Maroa substation in the amount of \$37,011.07.

Member Machan seconded the motion.

Motion carried unanimously.

BENNETT STREET SUBSTATION RELAY PANEL UPGRADE PROJECT:

To modernize to digital relaying and telemetry, bids were solicited to replace eight (8) existing distribution circuit panels at the Bennett Street substation. Schweitzer Engineering Laboratories (SEL) did provide the low bid however to avoid increased liability, staff recommended awarding the bid to Electrical Power Products (EP²) in the amount of \$195,740. The bid was evaluated and recommended by GRP Engineering, Inc. as well.

MOTION: Member Machan moved to approve the bid from Electrical Power Products (EP²) in the amount of \$195,740 for the Bennett Street Substation Relay Panel Upgrade Project.

Member Ohm seconded the motion.

Motion carried unanimously.

MISO AUCTION RESULTS:

Director Jakubczak shared the 2023/2024 MISO capacity auction results. This year's results plunged from \$236.66/MW-day to a range of \$2/MW-day to \$15/MW-day. Director Jakubczak also explained that auction clearing prices have now changed and are calculated by season instead of annually, dividing the year into summer, fall, winter and spring periods.

AMP MICHIGAN CAT PEAKING PROJECT:

Engineering Manager, Andrew Cameron, discussed the proposed AMP Michigan CAT Peaking Project.

PUBLIC COMMENT:

None

NEW BUSINESS:

DIRECTOR'S REPORT:

- This month's Power Cost Adjustment is \$0.01380 and the PCA for secondary meters is \$0.01421.
- Bryce Withington has completed his mandatory 7000 hours and has received his Certification of Completion of Apprenticeship from The United States Department of Labor. He now has officially obtained the status of Journeyman Lineman. Congratulations Bryce!
- The City of Coldwater and the Coldwater Board of Public Utilities (CBPU) are proud to welcome five new summer interns. Audree Steel is serving as the Summer Community Engagement Assistant, Breyton Franklin as the GIS Intern, Elijah Quinn as the Informational Technology Intern, Frank Monnig as the Engineering Intern and Haylee Richards as the Economic Development Intern.
- Staff participated in the Kids Consider Careers program where 6th graders from Branch County were exposed to different career and college options available within our community.
- The recipient of the 2023 CBPU scholarship at the Branch Area Career Center was Bryan Torres-Alcantar. Bryan was enrolled in the Computer and Networking Technology Program at BACC and will be pursuing a degree in Cyber Security at Western Michigan in the fall. Bryan was presented with a \$1,000 scholarship at the BACC Senior Recognition Ceremony on May 19.
- The FIRST ever City/CBPU Blood Drive is scheduled for Monday, June 26 from 10:00 a.m. to 3:45 p.m. at Heritage Hall. We would like to fill 55 time slots. To schedule a time, please contact our Community Engagement Coordinator, Abbey Hoffman, at (517) 279-9531 or email marketing@coldwater.org.
- Mark your calendars for Strawberry Fest on Saturday, June 17 from 9:00 a.m. to 3:00 p.m. Craft vendors, food, kids' activities and music are among the planned events. Come downtown to experience the fun, and take home some delicious strawberries! CBPU will also have a booth.
- The Farmers' Market will be kicking off June 24 and will continue through September 9. The market will be located at the northwest corner of Chicago and Marshall. Hours are from 9:00 a.m. to 1:00 p.m.

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- Hops on Monroe will be kicking off June 29 and will continue through August 31. Now entering its fourth season, this successful downtown event will once again offer food trucks, craft beers, musical entertainment and outdoor games on South Monroe Street. The hours will be from 5:00 p.m. to 9:00 p.m.
- In observance of the Fourth of July, the City/CBPU offices will be closed on Tuesday, July 4.

A thank you note was received from the Branch Intermediate School District for support of their scholarship fund for the 2023-2024 school year.

A thank you note was received from Kellogg Community College and the Branch Area Careers Center for sharing career information to 6th graders from across Branch County at the Kids Consider College & Careers event.

DATE OF NEXT MEETING:

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

CLOSED SESSION PURSUANT TO SECTION 8(H) OF PA 267 OF 1976 TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUE

CLOSED SESSION PURSUANT TO SECTION 8(A) OF PA 267 OF 1976 TO CONDUCT A PERIODIC EVALUATION AT THE REQUEST OF THE DIRECTOR

CLOSED SESSION PURSUANT TO SECTION 8(H) OF PA 267 OF 1976 TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUE – A WRITTEN LEGAL OPINION

MOTION: Member Wellet moved to adjourn into closed session pursuant to: 1) Section 8(h) of PA 267 of 1976 to consider material exempt from discussion or disclosure by state or federal statute; 2) Section 8(a) of PA 267 of 1976 to conduct a periodic evaluation at the request of the Director; and 3) Section 8(h) of PA 267 of 1976 to consider material exempt from discussion or disclosure by state or federal statute – a written legal opinion.

Member Ohm seconded the motion.

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Upon roll call vote, the following voted:

“AYE”: President Stevens, Vice President Ohm, Member Machan, Member Wellet

“NAY”: None

Motion carried unanimously.

President Stevens called the regular meeting back to order at 7:55 p.m.

Director Jakubczak recommended the Board approve CBPU Resolution No. 23-02 authorizing the execution of a Power Sales Contract with AMP regarding participation in the Michigan CAT Peaking Project as well as Lease Agreement No. A23-12 and forward to City Council for final approval.

MOTION: Member Wellet moved to approve CBPU Resolution No. 23-02 authorizing the execution of a Power Sales Contract with AMP regarding participation in the Michigan CAT Peaking Project as well as Lease Agreement No. A23-12 and forward to City Council for final approval.

Member Ohm seconded the motion.

Upon roll call vote, the following voted:

“AYE”: Vice President Ohm, Member Machan, Member Wellet, President Stevens

“NAY”: None

Motion carried unanimously.

MOTION: Member Machan moved to increase Director Jakubczak’s annual compensation by five percent (5%) over the previous year’s level for a total of \$168,000 per year effective July 1, 2023. Member Machan thanked the Director for a great last year and doing a great job with the CBPU.

Member Wellet seconded the motion.

Upon roll call vote, the following voted:

“AYE”: Member Machan, Member Wellet, Vice President Ohm, President Stevens

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“NAY”: None

Motion carried unanimously.

ADJOURNMENT:

Noting no other business to come before the Board, President Stevens adjourned the meeting at 7:58 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