

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

Coldwater Board of Public Utilities
Coldwater, Michigan

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

Regular Meeting

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

Others:
Director Jakubczak, Nicki Luce, Brian Musselman, Jon Foley, Andrew Cameron, Keith Baker, Tom Eldridge, Dawn Lund (via Zoom), Kerri Jakubczak, Don Reid

ABSENT: President Stevens

CALL TO ORDER:

Meeting called to order by Vice President Ohm

NOTICE OF MEETING:

A notice of the meeting was posted in accordance with Michigan Public Act No. 267.

ELECT BOARD OFFICERS AND APPOINT SECRETARY FOR 2023-2024:

MOTION: Member Machan moved that Chris Stevens be reelected President, Scott Ohm be reelected Vice President and Nicki Luce be reappointed Secretary of the Board of Directors of the Coldwater Board of Public Utilities for fiscal year 2023-2024.

Member Wellet seconded the motion.

Motion carried unanimously.

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 June 7, 2023.
2. Closed Session of the Board of Directors held June 7, 2023.
3. Regular Meeting of the Michigan South Central Power Agency Board of Commissioners held May 4, 2023.
4. Work Session of the Michigan South Central Power Agency Board of Commissioners held May 23, 2023.

DEPARTMENTAL REPORTS:

1. Board of Public Utilities Operation Reports and Financial Statements for May 2023.
2. Bills and Accounts for period ending June 30, 2023.
3. Power Supply Cost Projections.

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

Member Whelan seconded the motion.

Motion carried unanimously.

REGULAR AGENDA

ELECTRIC COST OF SERVICE STUDY / TELECOMMUNICATIONS FINANCIAL PROJECTIONS:

To determine the utility's revenue requirements for Fiscal Year 2024 and to project potential future rate adjustments, Dawn Lund of Utility Financial Solutions, LLC (UFS) presented results of the Electric Cost of Service study and the Telecommunications Financial Projections.

ELECTRIC RATE ADJUSTMENTS:

Staff presented Electric rate adjustments for the Board's consideration for an effective date of September 1, 2023. The adjustments are based on the Cost of Service study completed by Utility Financial Solutions, LLC (UFS).

MOTION: Member Machan moved to approve the proposed Electric rate adjustments as presented and forward Resolution No. 23-60 to City Council for adoption.

Member Wellet seconded the motion.

Motion carried unanimously.

WRRF DISK FILTER UPGRADES:

Jon Foley, WRRF Manager, presented the Board with proposals to upgrade the disk filters at the Water Resource Recovery Facility (WRRF). It was recommended the Board approve the proposals from Aqua-Aerobic Systems, Inc. for a total cost of \$148,773.17.

MOTION: Member Wellet moved to approve the proposals from Aqua Aerobics Systems, Inc. for a total cost of \$148,773.17 to upgrade the disk filters.

Member Machan seconded the motion.

Motion carried unanimously.

BENNETT STREET SUBSTATION 8.32KV CIRCUIT REDESIGN PROJECT:

In order to maintain the existing 8.32kV infrastructure at the Bennett Street substation while work continues on the voltage conversation project, bids were received for two (2) 15kV rated breakers. Bids were evaluated and recommended by GRP Engineering, Inc. Staff supports GRP's recommendation for awarding the bid to CSI Utility Sales, on behalf of Siemens, for a total cost of \$80,053.

MOTION: Member Wellet moved to approve the bid to CSI Utility Sales, on behalf of Siemens, for two (2) 15kV rated breakers for a total cost of \$80,053.

Member Whelan seconded the motion.

Motion carried unanimously.

AMPGS PAYABLE REDUCTION:

Due to rate changes and sufficient cash reserves in the Electric Fund, staff recommended the Board approve increasing the payment on the outstanding AMPGS payable from \$30,000 to \$60,000 per month.

MOTION: Member Machan moved to approve increasing the payment on the outstanding AMPGS payable from \$30,000 to \$60,000 per month.

Member Whelan seconded the motion.

Motion carried unanimously.

ESTABLISHING MEETING DATES FOR 2023-2024:

The Board was presented with CBPU Resolution No. 23-03, Establishing Meeting Dates for 2023-2024, for consideration.

MOTION: Member Whelan moved to adopt CBPU Resolution No. 23-03.

Member Machan seconded the motion.

Motion carried unanimously.

STREAMING LOUNGE:

Brian Musselman, Water/WRRF/Telecommunications Superintendent updated the Board on CBPU's new Streaming Lounge.

PUBLIC COMMENT:

None

NEW BUSINESS:

DIRECTOR'S REPORT:

- This month's Power Cost Adjustment is \$0.00710 and the PCA for secondary meters is \$0.00731.

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- Brent Somerlott 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 Brent!
- Bryan Massey, Water/Sewer Manager, obtained his D-1 Water Operator certification license through the State of Michigan's Department of Environment, Great Lakes, and Energy. Congratulations Bryan!
- Entertainment Under The Stars (EUTS) will be held at Heritage Park at 7:00 p.m. beginning Tuesday, July 18 and continuing through August 22. CBPU will be sponsoring the August 1 concert with a performance by the Pomegranite Whiskey Band. Don't forget your lawn chairs!
- The 2023 Michigan Municipal Electric Association (MMEA) Fall Conference will be held September 19 - 21. For the first time in 15 years, this year's conference activities will be held at Northern Michigan University's Northern Center in Marquette. If any Board Members have interest in attending, please let Nicki Luce know.

DATE OF NEXT MEETING:

The date of the next regular meeting has been scheduled for **Wednesday, August 2, 2023 at 5:00 p.m.**

CLOSED SESSION PURSUANT TO SECTION 8(C) OF PA 267 OF 1976 TO DISCUSS NEGOTIATIONS OF THE COLLECTIVE BARGAINING AGREEMENT:

MOTION: Member Machan moved to adjourn into closed session pursuant to Section 8(c) of PA 267 of 1976 to discuss negotiations of the collective bargaining agreement.

Member Whelan seconded the motion.

Upon roll call vote, the following voted:

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

“NAY”: None

Vice President Ohm called the regular meeting back to order at 6:14 p.m.

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MOTION: Member Wellet moved to approve the Tentative Agreements (TA's) settled upon between the City of Coldwater/Coldwater Board of Public Utilities and the United Steelworkers (USW) Local 14178 and authorized President Stevens and Director Jakubczak to sign the Collective Bargaining Agreement (CBA) upon final legal review.

Member Machan seconded the motion.

Motion carried unanimously.

ADJOURNMENT:

Noting no other business to come before the Board, Vice President Ohm adjourned the meeting at 6:15 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Nicki Luce".

Nicki Luce, Secretary
Coldwater Board of Public Utilities