

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

Coldwater Board of Public Utilities
Coldwater, Michigan

July 6, 2022
5:00 p.m.
Council Chamber

Regular Meeting

PRESENT: Members:

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

Others:

Director Jakubczak, Nicki Luce, Pat Pool, Brian Musselman, Bob Granger,
Tom Eldridge, Andrew Cameron, Suzanne Musselman, Don Reid, Mark
Beauchamp (via Zoom)

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.

ELECT BOARD OFFICERS AND APPOINT SECRETARY FOR 2022-2023:

MOTION: Member Wellet 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 2022-2023.

Member Machan 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 1, 2022.

DEPARTMENTAL REPORTS:

1. Board of Public Utilities Operation Reports and Financial Statements for May 2022.
2. Bills and Accounts for period ending June 30, 2022.
3. Power Supply Cost Projections.

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

Member Wellet seconded the motion.

Motion carried unanimously.

REGULAR AGENDA

WATER AND WASTEWATER RATE ADJUSTMENTS:

Staff presented Water and Wastewater rate adjustments for the Board's consideration. The adjustments are based on the latest Cost of Service study completed by Utility Financial Services (UFS) in 2021.

MOTION: Member Machan moved to approve the proposed Water and Wastewater rate adjustments as presented and forward Resolution No. 22-65 to City Council for adoption.

Member Ohm seconded the motion.

Motion carried unanimously.

ELECTRIC RATE ADJUSTMENTS:

Mark Beauchamp of Utility Financial Services (UFS) presented an Electric Financial Projection. Due to updated capital, inflation and current cash reserves, staff recommended to modify the three (3) year rate track approved in 2021 and apply the 2024 rates for FY 2023 for all rate classes.

MOTION: Member Ohm moved to approve the electric rate adjustments as presented and forward Resolution No. 22-66 to City Council for adoption.

Member Machan seconded the motion.

Motion carried with Member Wellet voting no.

2021 ENERGY WASTE REDUCTION PROGRAM:

Bob Granger, EWR Manager, presented an Energy Waste Reduction Summary illustrating cumulative program savings since 2009. He also shared current residential rebate promotions available to all CBPU customers.

ELECTRIC RELIABILITY REPORT:

Andrew Cameron, Engineering Manager, presented an Electric Reliability Report.

ESTABLISHING MEETING DATES FOR 2022-2023:

The Board was presented with Resolution No. 22-03, Establishing Meeting Dates for 2022-2023, for their consideration.

MOTION: Member Wellet moved to adopt attached Resolution No. 22-03.

Member Machan seconded the motion.

Motion carried unanimously.

FIBER CONSTRUCTION UPDATE:

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:

- This month's Power Cost Adjustment is \$0.00915. PCA for secondary meters is \$0.00943.
- Kerry Skinner has announced his retirement from the Electric Department after 20+ years of service. Kerry began his career with CBPU on November 19, 2001 as a Service Electrician coming to us from Indiana-Michigan Power. He was promoted to Service Lead in 2018. Kerry has been a valuable employee of the CBPU over the years through his quality work, knowledge, safety and the relationships he has maintained with customers, contractors and his co-workers. Kerry's last day will be July 15. We wish him, and his wife, Elise, nothing but the very best in their retirement years.

Andrew Cameron has been promoted to Engineering Manager. Andrew will be overseeing Engineering, GIS and Project IV generator operation.

Brian Musselman has been promoted to Water/WRRF/Telecom Superintendent. Brian will be in charge of the Water Plant, Wastewater Plant, Water and Wastewater distribution systems and Telecom.

Kameron Sielken has accepted the open Utility Worker position in the Electric Department. This now leaves a void for a Network Technician in our Telecom Department. Staff is conducting interviews this week to fill this position.

SueAnn Aldinger has accepted the open Administrative Assistant position in the Neighborhood Services Department. This now leaves a void for a Customer Service Representative in our Administrative Services Department. Staff will be looking to fill this position as quickly as possible.

Glenn Raymond 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 Glenn!

Tim Pearl passed his S-4 Water Operator certification license and Corey Post passed his S-4 / D-4 Water Operator certification license. Congratulations to both of them!

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- On July 1, the special contract for Maroa will expire and they will move over to the Time of Use (TOU) rate. Thank you to Andrew Cameron and Amanda Miller for all of their hard work to make this happen.
- The 2022 Michigan Municipal Electric Association (MMEA) Fall Conference will be held October 5-7. This year, all conference activities will be held at the Firekeepers Casino Hotel which is much closer than in year's past. If any Board Members have interest in attending, please let Nicki Luce know.
- Tuesday, July 19 and continuing through August 23, Entertainment Under The Stars (EUTS) will be held in Heritage Park at 7:00 p.m. CBPU will be sponsoring the last concert with a performance by Island Vibe. Don't forget your lawn chairs!
- The Farmer's Market kicked off June 25 and will continue through September 10. This year, the market is located between the Henry L. Brown Municipal Building and Randall parking lot. Hours are from 9:00 a.m. to 1:00 p.m.
- Hops on Monroe kicked off June 30 and will continue through September 1. Now entering its third season, this successful downtown event will once again offer food trucks, craft beers, musical entertainment and outdoor games on South Monroe Street. Hours are from 5:00 p.m. to 9:00 p.m.

A thank you note was received from the Branch County Coalition Against Domestic & Sexual Violence for sponsorship of the Walk A Mile In Their Shoes event.

DATE OF NEXT MEETING:

The date of the next regular meeting is **Wednesday, August 3, 2022 at 5:00 p.m.**

ADJOURNMENT:

Noting no other business to come before the Board, President Stevens adjourned the meeting at 5:58 p.m.

Respectfully Submitted,



Nicki Luce, Secretary
Coldwater Board of Public Utilities