

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

Coldwater Board of Public Utilities
Coldwater, Michigan

September 6, 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, John Springhall, Jon Foley, Pat Pool, Bryan Massey, Andrew Cameron, Keith Baker, Tom Eldridge, Harold Jenkins, Jesse Smith, Abbey Hoffman, Logan Foster, Chayse Moore, Bill Flickinger, Karen Ludwick, 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.

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 August 2, 2023.
2. Regular Meeting of the Michigan South Central Power Agency Board of Commissioners held July 6, 2023.

DEPARTMENTAL REPORTS:

1. Board of Public Utilities Operation Reports and Financial Statements for July 2023.
2. Bills and Accounts for period ending August 31, 2023.
3. Power Supply Cost Projections.
4. MERS Defined Benefit Pension Plan Statement for quarter ending June 30, 2023.

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

Member Machan seconded the motion.

Motion carried unanimously.

Recent new hires Logan Foster and Chayse Moore, BACC OJT students, were introduced. Each provided a brief bio to the Board.

REGULAR AGENDA

LEAD SERVICE LINE DASHBOARD PRESENTATION:

GIS Technician, Jesse Smith, shared a presentation on the Lead Service Line Dashboard.

PROJECT IV ENGINE 3 EXHAUST TURBOS:

Because of significant damage to the exhaust turbos on Engine 3 at Project IV, a quote provided by Clarke Energy was approved by the Utility Director on August 10. Even though emergency approval was granted by the Utility Director, staff recommended Board approval for the repairs needed for a cost of \$126,677.13.

MOTION: Member Machan moved to approve the repairs to the exhaust turbos on Engine 3 at Project IV for a cost of \$126,677.13.

Member Whelan seconded the motion.

Motion carried unanimously.

TRANSFORMER PURCHASE:

Quotes were solicited for the purchase of 16 transformers for upcoming projects as well as to replenish stock. Due to better lead times, staff recommended the bid from Sunbelt Solomon in the amount of \$290,125.

MOTION: Member Wellet moved to approve the bid from Sunbelt Solomon for 16 transformers for upcoming projects as well as to replenish stock for a total purchase price of \$290,125.

Member Machan seconded the motion.

Motion carried unanimously.

UTILITY TRUCK #228 REPLACEMENT:

After reviewing specifications to replace utility truck #228, staff recommended the Board approve the quote from Cole Ford Lincoln via state purchasing for a total cost of \$74,624.

MOTION: Member Whelan moved to approve the quote for replacement of utility truck #228 from Cole Ford Lincoln for a total cost of \$74,624.

Member Wellet seconded the motion.

Motion carried unanimously.

NETWORK SECURITY UPGRADES:

Due to an issue that recently surfaced delaying completion of the network hardening project which was approved back in 2022, staff presented a plan and recommended the Board support a change to the project and approve the quotes from Aspen Smart Networks for an additional cost of \$41,799.

MOTION: Member Machan moved to support a change to the network hardening project and approve the quotes from Aspen Smart Networks for an additional cost of \$41,799.

Member Wellet seconded the motion.

Motion carried unanimously.

POLICY NO. P23-03, OUTERWEAR, FOOTWEAR & SAFETY GLASSES.

To continually improve our safety program and culture, Utility Director Jakubczak recommended revisions to the Outerwear, Footwear & Safety Glasses policy (formerly Policy No. PO-25) for all City/CBPU Bargaining Unit employees and forward Policy No. P23-03 to City Council for adoption.

MOTION: Member Wellet moved to approve Policy No. P23-03 (formerly Policy No. PO-25) and forward to City Council for adoption.

Member Whelan seconded the motion.

Motion carried unanimously.

PUBLIC COMMENT:

None

NEW BUSINESS:

DIRECTOR'S REPORT:

- This month's Power Cost Adjustment is \$0.00076 and the PCA for secondary meters is \$0.00078.
- Chayse Moore has joined the IT Department and Logan Foster has joined our Community Engagement Department as our 2023/2024 OJT students. They are both currently enrolled in the Computer Networking Technologies program at the BACC. As in year's past, our hope for Chayse and Logan is to gain valuable firsthand experience as it relates to their coursework at BACC.
- Employees of the City and CBPU, and their families, participated in the ABC Challenge held Saturday, August 26. The muddy and challenging 1½ mile obstacle course provided a good opportunity for some team bonding as well as to support local organizations and events.
- To keep properties from flooding and to support storm water drainage, crews from the Water, WRRF and DMS cleaned Sauk River from Waterworks Park to Messenger Lake August 24. Opening up the river also provides additional benefits for recreational use and beautification. Crews are hoping to clean the banks sometime this year, if time permits.

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- New pole bunks were installed to store our 60' poles at the Jay Street property. Previously they were stored on the ground on top of cross arms.
- Three Lineman and one Apprentice were dispatched August 25 to aid in the restoration efforts needed due to an EF-2 tornado that struck the greater Lansing area the evening before. Crews worked hard for five straight days returning August 30.
- Apple Fest is fast approaching. With last year's success and the success of Strawberry Fest in June, the event will extend from Four Corners Park, south along US-12, down South Monroe Street and along South Hanchett Street and the Tibbits Plaza parking lot. The event is scheduled for Saturday, September 16, 2023 from 9:00 a.m. to 3:00 p.m. Stop by and see us at the CBPU booth!
- Fall hydrant flushing is scheduled for the week of September 18. 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.
- CBPU will be hosting the annual Household Hazardous Waste collection event on Saturday, September 30 from 9:00 a.m. to 2:00 p.m. at the Branch County Fairgrounds. We would like to thank the City of Coldwater, City of Bronson, Village of Quincy, and Algansee, Bethel, Bronson, California, Coldwater, Girard, Kinderhook, Ovid and Quincy Townships for participating. Only waste from these communities will be collected at this year's event. BizAid will also be collecting electronics. Please visit our website for a list of items that will and will not be accepted.
- Now that Hops on Monroe has ended, mark your calendars for the grand finale of the season for Hoptoberfest, sponsored by the CBPU. This event is scheduled for Saturday, September 30 from 5:00 p.m. to 10:00 p.m. on South Monroe Street featuring a German band, dancers and delicious food.
- Just a reminder that the City Council and CBPU Board will be having a workshop immediately following the City Council's September 11 meeting. Items of discussions will be the updates to the Rules, Rates and Regulations and reviewing Classification and Compensation Study. Draft Final Report.

Abbey Hoffman, Community Engagement Coordinator, shared preliminary information on the upcoming Breast Cancer Awareness Fundraising Competition with all MSCPA communities which will kick-off Public Power Week beginning in October and run through the entire month.

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A thank you note was received from Jessica Tefft for the donation to the Branch District Library's Summer Reading Program.

A thank you note was received from the Coach Eby Youth & Family Center for continued support of the Coach Eby Center as a Banquet Table Sponsor.

DATE OF NEXT MEETING:

The date of the next regular meeting has been scheduled for **Wednesday, October 4, 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 – A WRITTEN LEGAL OPINION

MOTION: Member Machan moved to adjourn into closed session pursuant to 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 Whelan seconded the motion.

Upon roll call vote, the following voted:

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

“NAY”: None

Motion carried unanimously.

Vice President Ohm called the regular meeting back to order at 5:50 p.m.

ADJOURNMENT:

Noting no other business to come before the Board, Vice President Ohm adjourned the meeting at 5:50 p.m.

Respectfully Submitted,



Nicki Luce, Secretary
Coldwater Board of Public Utilities