

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

Coldwater Board of Public Utilities
Coldwater, Michigan

October 4, 2023
5:00 p.m.
Council Chamber

Regular Meeting

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

Others:
Director Jakubczak, Nicki Luce, John Springhall, Brian Musselman, Pat Pool, Bob Worley, Andrew Cameron, Tom Eldridge, Abbey Hoffman, Allan Wojack, Josh Cook, Bill Flickinger, Don Reid

ABSENT: None

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 September 6, 2023.
2. Closed Session of the Board of Directors held September 6, 2023.
3. Joint Workshop of the City Council and Board of Directors held September 11, 2023.
4. Regular Meeting of the Michigan South Central Power Agency Board of Commissioners held August 3, 2023.

DEPARTMENTAL REPORTS:

1. Board of Public Utilities Operation Reports and Financial Statements for August 2023.
2. Bills and Accounts for period ending September 30, 2023.
3. Power Supply Cost Projections.
4. Public Utilities Week Proclamation.

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

Member Whelan seconded the motion.

Motion carried unanimously.

Bob Worley, ISP Manager, updated the Board on the internet outage that occurred the evening of October 3, 2023.

Recent new hires, Help Desk Technician, Allan Wojack, and IT Support Specialist, Joshua Cook, were introduced. Each provided a brief bio to the Board.

REGULAR AGENDA

DEPARTMENT OF COMMUNITY ENGAGEMENT – UPCOMING INITIATIVES:

Community Engagement Coordinator, Abbey Hoffman, presented community engagement initiatives for the month of October.

PUBLIC ACT 152 OPT-OUT:

In the event that health insurance costs exceed the hard cap limits established by the State for 2024, Resolution No. 23-78 exempting the City of Coldwater and the Board of Public Utilities from the requirements of Public Act 152 was presented for consideration.

MOTION: Member Wellet moved to approve Resolution No. 23-78 and forward to City Council for adoption.

Member Whelan seconded the motion.

Motion carried unanimously.

POLY PHASE METER REPLACEMENT:

To replenish stock quantities with the new Centron CP3 meter and prepare for the end of life for the current Sentinel meter, staff presented a quote from Tantalus in the amount of \$53,734.50 for the purchase of 90 meters. A total of 650 meters are currently in use and will need to be replaced.

MOTION: Member Ohm moved to approve the quote from Tantalus to purchase 90 meters to maximize stock for a total price of \$53,734.50.

Member Machan seconded the motion.

Motion carried unanimously.

RULES, REGULATIONS & RATES:

Staff recommended updates to the Rules, Regulations & Rates. The revisions reflect changes in business practices, updates to service related fees utilizing current actual costs and regulatory compliance for all utilities.

MOTION: Member Wellet moved to approve the Rules, Regulations & Rates revisions as amended and forward to City Council for consideration for a January 1, 2024 implementation date.

Member Ohm seconded the motion.

Motion carried unanimously.

PUBLIC COMMENT:

None

NEW BUSINESS:

DIRECTOR'S REPORT:

- This month's Power Cost Adjustment is \$0.00645 and the PCA for secondary meters is \$0.00664.
- Josh Cook accepted the open IT Support Specialist position. Josh obtained his Bachelor of Business Administration from Western Michigan University. He was most recently employed at County National Bank in Hillsdale as their Technology Support Specialist. Josh and his wife, Sarah, live in Coldwater and they have one son. Josh's first day on the job was September 18.
- Corey Brewer has resigned as Journeyman Lineman effective September 22. We wish Corey much success in his new endeavor. Staff will be looking to fill this position as quickly as possible.
- Amanda Miller has resigned as Assistant Finance Director effective September 29. We wish Amanda much success in her new endeavor. Staff will be looking to fill this position as quickly as possible.
- Due to damage caused by freeze and thaw over the past few years, the perimeter fence along the north line of the Willowbrook water tower needs repair. Justice Fence Co. submitted the low bid of \$11,998 and therefore will be replacing approximately 350' to 400' of fence as well as three terminal posts, two gate posts and 35 fence posts.
- The Telecommunications Department installed temporary Wi-Fi at Tibbits parking lot and Monroe Street for use during City-sponsored events. Staff will be working on installing it at Four Corners as well as a figuring out a permanent future solution.
- The City's annual Haunted Forest will be held Friday, October 13 and Saturday, October 14 at Rotary Park. An early "less scary" session will be held each night from 5:00 - 7:30 p.m. with the "scarier" version running from 7:30 - 9:00 p.m. The cost is \$5.00/person.

The CBPU has received a Certificate of Recognition for our participation and successful evaluation in DMR-QA 43.

A thank you note was received from the Branch County Association of Realtors for the safety demo that was presented on September 6.

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Andrew Cameron, Engineering Manager, informed the Board that the CBPU was presented with several awards at the AMP 2023 Annual Conference:

**Innovation Award* recognizing municipal utilities that have completed an innovative or unique project to better serve their customers-owners. This award was presented for the GIS Storm Damage Assessment Toolkit project.

**Public Power Promotion Award* recognizing utilities for their promotional efforts in marketing, consumer awareness and branding. This award was presented for Project Engage.

**System Improvement Award* recognizing utilities that have made a significant improvement in electric service and reliability to their customer-owners. This Honorable Mention award was presented for the H.C. Starck Dual Recloser Installation Project.

DATE OF NEXT MEETING:

The date of the next regular meeting has been scheduled for **Wednesday, November 1, 2023 at 5:00 p.m.**

ADJOURNMENT:

Noting no other business to come before the Board, President Stevens adjourned the meeting at 5:40 p.m.

Respectfully Submitted,



Nicki Luce, Secretary
Coldwater Board of Public Utilities