

**REGULAR MEETING**

The HBPW Board of Directors met  
**September 12, 2022**  
at 4:00 p.m.  
625 Hastings Ave.  
Holland, Michigan

**Chair Thompson called the meeting to order at 4:00 p.m.**

**Members Present:** PJ Thompson, Paul Lilly, Beth Snyder Tim Hemingway, Carolyn Maalouf, City Council Liaison Nathan Bocks, and Ex Officio Member Keith Van Beek

**Members Absent:** None

**Staff Present:** Dave Koster, Janet Lemson, Becky Lehman, Chuck Warren, Joel Davenport, Ted Siler, Pieter Beyer, Steve Bruinsma, Julie De Cook, and Mark Gipson

23.046 **Approval of Agenda**

*Board Member Hemingway made a motion to approve the agenda. The motion was seconded by Board Member Lilly.*

23.047 **Board Minutes – Regular Meeting Minutes of August 8, 2022, and Special Meeting Minutes of August 22, 2022**

*As part of the Consent Agenda, the Board of Directors approved the minutes as presented.*

23.048 **Communications from the Audience**

*None*

23.049 **Bill-of-Sale and Utility Easement for Vista Green**

Lakeshore Habitat for Humanity, Inc. constructed homes in the Vista Green development near 36th Street and Washington Avenue. Phase 1 of this development is complete with new public utilities having passed acceptance testing. The utilities installed in Phase 1 are depicted in the attached plan sheet. The easement is as depicted on the approved construction plans and includes areas where utilities will be installed in Phase 2. A second easement was procured by Habitat for Humanity to complete off-site water main looping on Tru-Med's property as required by the HBPW. The estimated value of the contributed capital by the developer is \$342,000 for water assets and \$228,000 for wastewater assets.

*As part of the Consent Agenda, the Board of Directors approved a bill-of-sale and utility easement for public water and sanitary sewer utilities with Lakeshore Habitat for Humanity, Inc. for the sum of less than \$1, pending approval as to form from the City Attorney.*

23.050 **Action on Consent items:**

|  |               |
|--|---------------|
| Motion to approve, accept, or adopt Consent Agenda items | <i>Lilly</i>  |
| Second   | <i>Snyder</i> |
| Favor  | <i>5</i>      |
| Oppose   | <i>0</i>      |

*\* Red italics indicate information or discussion added during the meeting and/or action taken.*

23.051 **Major Project Update**

*For information only*

Cherry Walk Project Closeout Memo

23.052 **Water Service Line Material Verification Contract**

EGLE has mandated a statistical verification of our water service line materials. This is a continuation of efforts under the revised Lead and Copper Rule. The mandate requires HBPW to physically expose a statistically significant number of service lines (~380) at a variety of locations on each property. Every water supply in Michigan is required to perform this work, with the number of services to be verified depending on the number of customers they serve. The least intrusive method of performing these verifications is via hydro-excavation of the service line. Staff solicited proposals from five potential contractors to complete the work. Proposals were received back from three contractors:

- Custom Hydrovac \$ 131,250
- Plummer's Environmental \$ 179,550
- Straightline Excavating \$ 211,000

Custom Hydrovac was the low bidder and is able to begin the work immediately, months before the other contractors. Based on pricing, qualifications, and availability, staff recommends awarding the work to them. This work is being completed under the operating budget allocation for private side lead service replacements, which has a total allocation of \$760K for FY 2023.

*Recommendation: The Board of Directors approved a contract with Custom Hydrovac, in the amount of \$131,250 with a 10% contingency of \$13,125 for a total of \$144,375, pending approval as to form from the City Attorney.*

|   |                  |
|---|------------------|
| <i>Motion to approve recommendation</i> | <i>Hemingway</i> |
| <i>Second</i>                           | <i>Lilly</i>     |
| <i>Favor</i>                            | <i>5</i>         |
| <i>Oppose</i>                           | <i>0</i>         |

23.053 **Electric Distribution Hybrid Bucket Truck Purchase**

Bucket trucks are used to service our overhead electrical distribution system, traffic signals, and street lighting. The Electric Distribution Department continues to research bucket truck offerings, including trialing one on site, looking at serviceability, and determining desired options. Electric Distribution recommends the purchase of an AT41ME bucket truck from Altec, with the JEMS hybrid option. The DC power system is used to run the hydraulic system for the aerial lift without the need to run the diesel engine. The energy system can be charged through an advanced alternator while the vehicle is in motion or after hours while plugged into a charger.

Additional options chosen for this truck include a larger bucket, outriggers, and a material handling system that will allow a crew to work larger projects without additional equipment. The advantages of the hybrid system are avoided maintenance and fuel savings due to reduced engine idling, reduced emissions, and increased engine life, as well as noise reduction to the public and the crews when a truck is performing aerial work. The JEMS hybrid option adds \$42,430 to the cost of the truck, which is an additional 18.6%. We currently have one small bucket truck with hybrid technology and two more trucks on order with the hybrid option chosen. Hybrid technology complies with the Alternative Fuel and Equipment Purchasing policy to further our goal to reduce fuel usage and emissions.

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Unfortunately, lead times for these pieces of equipment has increased to three years, or FY 2026 delivery. The request for pricing was performed with the Michigan MIDeal contract pricing process. Michigan MIDeals is an extended purchasing program which allows units of government to use the State of Michigan contracts to buy vehicles and tools. HBPW saves time and money by avoiding its own bidding process while taking advantage of lower costs established by MIDeal contract through their competitive bidding processes.

The FY 2023 budget includes \$200,000 to replace Utility Truck 52 with a small bucket truck. Because of recent inflationary price increases, the addition of the hybrid option, as well as the larger bucket and material handling system selections, a \$96,973 budget amendment is required to make this purchase. As with our current bucket trucks on order, a larger contingency is requested due to the potential for a chassis price increase when the truck is actually assembled.

*Recommendation: The Board of Directors approved a Purchase Order (PO) for one Altec Inc. bucket truck, with the hybrid option, in the amount of \$269,973 and a 10% PO contingency of \$27,000, for a total of \$296,973. Amend the FY 2023 capital budget in the amount of \$96,973 to enable the purchase of the bucket truck.*

*Motion to approve recommendation*  
*Second*  
*Favor*  
*Oppose*

*Lilly*  
*Maalouf*  
*5*  
*0*

23.054

**General Manager Comments**

- GM reviewed the new Water Reclamation Trail Signs (in a PowerPoint) detailing the functioning at our Water Reclamation buildings
- Thanks to Grand Haven and Zeeland BPW teams for mutual aid from a storm that came through Holland August 29
- Chair and GM spoke regarding future Study Session topics and some cost pressure concerns (globally as well) supply/demand issues. The USA is refining additional natural gas. Nitrogen oxide credits based on partial ownerships in other power generating facilities (ongoing substantial cost increases to Belle River, etc.)
- Surprise information came through on Friday (9/9) that the Palisades Nuclear Plant may well stay open. Stay tuned!
- Bids for JDY remediation and Unit 6 will be coming in later this month.
- Our next meeting will likely change to a Special Meeting; the COH's 28<sup>th</sup> Council meeting will include a discussion on the broadband schedule and tentative build out plan (Ted Siler will represent the HBPW there).
- Auditors are here at the HBPW this week. A second member to the Audit Committee needs to be appointed at the 26<sup>th</sup> Special meeting.

**ADJOURNMENT**

A motion to adjourn the meeting of *September 12, 2022*, was made by *Lilly* supported by *Snyder* and agreed upon by the Board of Directors present.

The Board Meeting of September 12, 2022, adjourned at *5:04 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board

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