

REGULAR MEETING

The HBPW Board of Directors met
April 7, 2025
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, Carolyn Maalouf, Paul Lilly, Brian Lynn, City Council Liaison Scott Corbin, and Ex Officio Member Keith Van Beek

Members Absent: Kyle Engbers, Dave Couch

Staff Present: Dave Koster, Janet Lemson, Ted Siler, Chuck Warren, Julie DeCook, Mike Radakovitz, Nate Johnson, Phil Leerar, Jon Hofman, Tracy York

25.185 **Approval of Agenda**

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

25.186 **Communications From the Audience**

None

25.187 **Board Minutes – Regular Meeting Minutes of March 10, 2025, and Special Meeting Minutes of March 24, 2025**

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

25.188 **Grant of Utility Easements for Holland City Fiber Project**

The five properties noted have agreed to utility easements for fiber construction. The easements will allow HBPW to provide fiber service to the residents in these property associations or to locate fiber equipment on the property. The associations included here are:

- The Carriage Homes at SouthShore on Macatawa
- East Point Ridge
- G Lake Corporation
- The Lofts at SouthShore on Macatawa
- The Townhomes at SouthShore on Macatawa

As part of the Consent Agenda, the Board of Directors approved the following easements pending approval as to form by the City Attorney:

Easement 1:

The owners of the property noted as G Lake Corporation (622 Interchange Drive) in the City of Holland have agreed to an easement to locate new fiber infrastructure.

Easement 2:

The owners of the property noted as The Carriage Homes at SouthShore on Macatawa in the City of Holland have agreed to an easement to locate new fiber infrastructure.

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

Easement 3:

The owners of the property noted as East Point Ridge Association in the City of Holland have agreed to an easement to locate new fiber infrastructure.

Easement 4:

The owners of the property noted as The Townhomes at SouthShore on Macatawa in the City of Holland, have agreed to an easement to locate new fiber infrastructure.

Easement 5:

The owners of the property noted as The Lofts at SouthShore on Macatawa in the City of Holland, have agreed to an easement to locate new fiber infrastructure.

25.189 **SW Heights Engineering Contract Change Order**

In October of 2024, the Board approved a contract with Holland Engineering Inc. in the amount of \$302,218.70 (with a 10% contingency of \$30,221.87 for a total of \$332,440.57) to provide engineering and construction inspection services for the SW Heights water main replacement project.

During coordination of the project with other City departments, the Transportation Department identified additional roadway and drainage improvements that they requested be incorporated into the project at their cost. This change order addresses the fees for the design and inspection of the additional requested improvements. All work included in the change order will be paid for by the City Transportation Department.

The \$161,329.30 change order is above the approved contingency for the contract and requires Board approval.

As part of the Consent Agenda, the Board of Directors approved a change order to Holland Engineering's contract for the SW Heights project for an additional \$161,329.30 in engineering and construction inspection services for a total of \$493,769.87, which includes the previously approved contingency of \$30,221.87.

25.190 **Declaration of Surplus Material April Third Quarter**

The HBPW has identified materials and equipment which are no longer pertinent for use. The attached list shows the items determined as excess, obsolete, or uneconomical to repair. Once declared surplus, the items will be disposed of in the following order:

1. Offered to other City departments
2. Sell to companies specializing in inventory disposal
3. Auction (utilizing GovDeals online portal)
4. Public auction (in limited cases)
5. Donation
6. Recycling or waste disposal

As part of the Consent Agenda, the Board of Directors approved the attached lists of items as surplus.

25.191 Action on Consent items:

Motion to approve, accept, or adopt Consent Agenda items	<i>Lilly</i>
Second	<i>Maalouf</i>
Favor	<i>4</i>
Oppose	<i>0</i>

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25.192 **Major Project Update**

For information only

25.193 **Water Treatment Plant (WTP) Chemical Storage Construction Agreement**

This project includes building an addition onto the WTP filter building to house the bulk chemical storage as well as several modifications to existing spaces to accommodate the necessary changes to feed the chemicals from their new locations. The equipment being replaced is beyond its useful life, and replacement of most of the equipment in the current spaces is not desirable due to logistical and safety concerns. Currently, sodium hypochlorite, alum, and polymer are located on the third floor, directly above occupied spaces like the locker rooms and laboratory. Fluoride is currently located on the ground level. We receive polymer in totes rather than bulk storage tanks. This project includes relocating two of the chemicals on the third floor to the new building addition (sodium hypochlorite and alum), renewing the fluoride bulk tank room, and moving the polymer totes from the third floor to a newly created space at the existing loading dock. The freight elevator is currently used to lift polymer to the third floor from the loading dock, and it is at the end of its useful life. The freight elevator will be removed and a space created for the polymer to be placed at the dock level. To accommodate access to the third floor, the passenger elevator will be extended to serve the third floor.

The Board approved a contract with Prein & Newhof Engineering at the July 11, 2022, meeting for the engineering and design of this project. The design process has been in progress for multiple years as it involves many complex moving parts to ensure that operations continue normally while the construction takes place.

Bid proposals for construction of the WTP Chemical Storage Addition Project were requested in February 2025 from six qualified contractors, with bids received from five contractors that attended a mandatory pre-bid conference. BPW staff and Prein & Newhof Engineering reviewed the bids and determined that all five had qualified bids. The following table summarizes the bids received:

Construction Firm	Location	Bid Amount	Addenda	Completion Date
Erhardt Construction	Ada	\$4,511,000	Yes	5-15-2026
EV Construction	Holland	\$4,596,471	Yes	5-21-2026
Grand River	Hudsonville	\$5,428,300	Yes	4-2-2027
O-A-K	Grand Rapids	\$4,955,431	Yes	2-15-2027
Wolverine	Grand Rapids	\$4,775,000	Yes	4-1-2026
Triangle Construction		No Bid		

The team recommends awarding the contract for the construction of the WTP Chemical Storage Addition to Erhardt Construction Company as the lowest price qualified bidder.

Recommendation: The Board of Directors approved a contract with Erhardt Construction Company in the amount of \$4,511,000, with a 5% contingency of \$225,550, for a total of \$4,736,550 pending approval as to form by the City Attorney.

<i>Motion to approve recommendation</i>	<i>Maalouf</i>
<i>Second</i>	<i>Lynn</i>
<i>Favor</i>	<i>4</i>
<i>Oppose</i>	<i>0</i>

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25.194 **Holland Energy Park Building Blowdown Discharge Alterations**

The HBPW has obtained a National Pollution Discharge Elimination System (NPDES) Permit for HEP which will allow the cooling tower blowdown water to be discharged directly to the pond on the east side of the surrounding park. The current design discharges the main building blowdown water to the cooling tower and the cooling tower blowdown to the sewer. To comply with the NPDES Permit, the building blowdown water cannot go to the cooling tower due to water treatment chemicals that are used. Alterations to the building blowdown piping would separate the building blowdown and cooling tower blowdown discharges. Building blowdown water would be directly discharged to the sewer and the cooling tower blowdown to the pond.

These piping alterations will occur on the south side of the cooling tower. All the visible alterations will occur between the cooling tower and retaining wall in the form of a meter and valve station to support the new sewer discharge. There will be excavation operations occurring on both sides of the retaining wall but all alterations on the south side of the retaining wall will be underground and not visible at the completion of the project.

This project was not included in the original FY 2025 budget because the scope was not detailed enough to have a reliable budgetary cost estimate until now. Holland Energy Park has an outage scheduled for the beginning of May 2025 which offers the best opportunity to implement these alterations. The next best opportunity is summer or fall of 2026. These alterations offer significant savings on EP wastewater bills as well as reduced load on the wastewater system and Water Reclamation Facility. This makes implementation of these alterations sooner rather than later advantageous to the HBPW. The budget amendment is based on a proposal from a contractor to handle the excavation and mechanical scopes of the project. HBPW will need to separately contract out electrical and insulation services, and those costs have also been included in the proposed budget amount.

Recommendation: The Board of Directors approved an amendment to the FY 2025 EP capital budget in the amount of \$125,000 for the HEP Building Blowdown Discharge Alterations.

<i>Motion to approve recommendation</i>	<i>Maalouf</i>
<i>Second</i>	<i>Lynn</i>
<i>Favor</i>	<i>4</i>
<i>Oppose</i>	<i>0</i>

25.195 **Closed Door Session – For Strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement MCL 15.268(c)**

Motion to enter Closed Session @ 4:24 p.m.	<Name>
Made by	Lynn
Second:	Maalouf
Favor	4
Oppose	0

ROLL CALL: Thompson, Maalouf, Lynn, Lilly

Motion to re-enter Open Session @ 4:59 p.m.	<Name>
Made by	Lilly
Second	Lynn
Favor	4
Oppose	0

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25.196 **Collective Bargaining Agreement Renewal Effective April 1, 2025**

Recommendation: The Board of Directors made a motion to approve the UWUA Local 610 labor agreement with the HBPW effective April 1, 2025, through March 31, 2028, subject to legal review as to form.

Motion to approve recommendation	Lilly
Second	Maalouf
Favor	4
Oppose	0

25.197 **General Manager Comments**

- Thank you and appreciation to 4 members of elect distr (list names, lineworkers) Mutual Aid for ice storms, also to Steve Bruinsma
- Three awards to HBPW given through MPPA
RP3 – Diamond award for operational excellence (Trista Gregorski)
Reliability E-Reliability Tracker (duration and frequency of outages, top quartile)
Diamond Award within the APPA Safety Award of Excellence
- Next Mtg April 28, quarterly reports, customer survey results (Frost)
- Possible info on intake line
- Broadband advertisements on WHTC/The VAN coming soon

ADJOURNMENT

A motion to adjourn the meeting of *April 7, 2025*, was made by *Maalouf* supported by *Lilly* and agreed upon by the Board of Directors present.

The Board Meeting of April 7, 2025, adjourned at *5:04 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board

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