

**REGULAR MEETING**

The HBPW Board of Directors met  
**November 10, 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 (arrived late) and Ex Officio Member Keith VanBeek

**Members Absent:** Kyle Engbers, Scott Corbin, Dave Couch

**Staff Present:** Dave Koster, Janet Lemson, Ted Siler, Becky Lehman, Chuck Warren, Joel Davenport, Phil Leerar, Grant Koster, Piet Beyer, Joe Sikma, Julie DeCook, René Kalkman, Jenessa Carter, Tracy York

26.084 **Approval of Agenda**

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

26.085 **Communications From the Audience**

*Motion made by Lilly and seconded by Maalouf to accept one written public comment into the record. There were no in person public comments.*

26.086 **Board Minutes – Regular Meeting Minutes of October 6, 2025, and Special Meeting Minutes of October 27, 2025**

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

26.087 **Michigan Public Power Agency Appointments**

The recommendation keeps the current appointments in place for HBPW's primary (David Koster) and 1st alternate (Joel Davenport) representatives to MPPA. The 2nd alternate position was recently vacated by the retirement of Mike Radakovitz, HBPW's former Electric Production Superintendent. Mike's appointment came at a time when many of the external energy market interactions were managed by the Electric Production team. Most of those tasks were shifted to Joe Sikma, HBPW's Energy Market Analyst, when that position was created in 2023. In alignment with that change, it is recommended that Joe be appointed to the 2nd alternate position at MPPA.

*As part of the Consent Agenda, the Board of Directors approved the appointment of David Koster, General Manager, as Holland's representative to MPPA. Approve the appointment of Joel Davenport, Operations Director, as Holland's 1st alternate to MPPA. Approve the appointment of Joe Sikma, Energy Market Analyst, as Holland's 2nd alternate to MPPA.*

26.088 **Grant of Utility Easement for Holland City Fiber – Streur Meadows**

Streur Meadows, at 1028 Richland Court, has agreed to a utility easement for fiber construction. The easement will allow HBPW to provide fiber service to the residents in the association and to locate fiber equipment on the property.

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

*As part of the Consent Agenda, the Board of Directors Approve an easement with Streur Meadows for the installation of new fiber infrastructure subject to approval by the City Attorney.*

26.089 **Declaration of Surplus Material Fall 2025**

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.*

26.090 Action on Consent items:

Motion to approve, accept, or adopt Consent Agenda items	<i>Lilly</i>
Second	<i>Maalouf</i>
Favor	<i>3</i>
Oppose	<i>0</i>

26.091 **Major Project Update**

*For information only*

26.092 **Financial Update – First Quarter 2026**

*For information only*

26.093 **Service Center Customer Service Ergonomic Remodel**

There is a FY 2026 Capital Budget item for ergonomic, emergency egress, and space improvements for Broadband in the Customer Service area of the Service Center. In October 2025, the BPW project team requested construction services bids from three qualified local contractors. The service requested is construction execution of an office area and lobby remodel. Bids were received from two contractors that attended the pre-bid conference and walk-through. BPW staff reviewed the bids and interviewed the apparent low bidder and determined that they had a qualified bid. The following table summarizes the bids received:

Contractor	Location	Fee	Exceptions
EV Construction	Holland, MI	\$165,420	No
O-A-K	Grand Rapids, MI	No Bid	
Lakewood	Holland, MI	\$192,500	No

The team recommends awarding the contract for construction to EV Construction as the qualified bidder with the lowest as-read bid.

*Recommendation: The Board of Directors approved a contract with EV Construction for a not to exceed amount of \$165,420, with a 10% contingency of \$16,542, for a total of \$181,962 pending approval as to form by the City Attorney.*

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26.095 **Appointment of Special Counsel to Assist With Power Supply Transactions**

HBPW performs fuel and power supply transactions in order to mitigate price volatility, meet the goals of Holland's Community Energy Plan and State of Michigan legislation, and assure reliable supply of power for its customers. Preparation and review of contract documents for these transactions requires a deep familiarity with the complex fuel and power supply markets and associated regulations. Clark Hill has an experienced team of attorneys that specialize in legal issues within the energy sector and has assisted HBPW with these types of contracts in the past.

The Integrated Resource Plan (IRP) completed in early 2025 recommended some short-term actions including potential addition of Battery Energy Storage Systems (BESS) and more renewable resources. In response to those recommendations, HBPW staff is currently working with a consultant to develop a Request for Proposals (RFP) that would test the market for installation of BESS and small utility scale solar facilities that would be directly interconnected to HBPW's distribution system. Assistance from Clark Hill is desired for this effort to assist with the development of the RFP and with negotiation and review of any contracts that may result from the effort.

The proposed engagement for Clark Hill is for a 12-month period. This is consistent with past practice and is expected to allow HBPW to get through the issues currently anticipated. Any services past the 12-month period would require a new authorization from HBPW's Board and the City Council.

*Recommendation: The Board of Directors engaged Clark Hill to assist HBPW on power supply transactions, subject to City Attorney approval of the engagement agreement.*

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

*Lilly*  
*Maalouf*  
*4*  
*0*

26.096 **General Manager Comments**

- Next meeting is November 24, focusing on the electric utility, reviewing our EWR as well.
- EWR adoption in December at our one monthly meeting on December 15.
- Home Energy Expo happening this Wednesday, November 12, at the Civic Center Place.
- Tuesday, November 25, the holiday lights come on at HEP.
- A bill stuffer for the EmPower program went out in recent customer bills-- for donations at the holidays to help those in need with their utilities. This could be a one-time donation, or for a continuous donation amount added to customer bills monthly.

**ADJOURNMENT**

A motion to adjourn the meeting of *November 10, 2025*, was made by *Maalouf* supported by *Lilly* and agreed upon by the Board of Directors present.

The Board Meeting of November 10, 2025, adjourned at *5:10 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board

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