

**REGULAR MEETING**

The HBPW Board of Directors met  
**April 6, 2026**  
at 4:00 p.m.  
270 S River Ave. – City Council Chambers  
Holland, Michigan

**Chair Thompson called the meeting to order at 4:04 p.m.**

**Members Present:** PJ Thompson, Carolyn Maalouf, Brian Lynn, Paul Lilly, City Council Liaison Scott Corbin, and Ex Officio Member Keith Van Beek

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

**Staff Present:** Ted Siler, Joel Davenport, Janet Lemson, Steve Bruinsma, Pieter Beyer, Alex Craigmile, Adam Assink, Grant Koster, Carlos Panuco, Tracy York, Mark Volkers

26.182 **Approval of Agenda**

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

26.183 **Communications From the Audience**

26.184 **Board Minutes – Regular Meeting Minutes of March 9, 2026, and Special Meeting Minutes of March 23, 2026**

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

26.185 **Reappointment to the Water System Advisory Council**

The WSAC was established by ordinance in December 2018 and organized with bylaws in March 2019 for the purpose of advising and reporting to the HBPW Board of Directors on issues related to public awareness of lead in drinking water and compliance with the administrative requirements for the Lead and Copper Rule (LCR) adopted by the State of Michigan in June 2018. The bylaws established staggered five-year terms for Council members so that only one member's term expires each year.

Paul Lilly served a partial term of 2 years as part of the Council's establishment and recently completed his first full term on March 11, 2026. A second full term for Paul is being recommended with an end date of December 31, 2030. This end date is part of a planned transition to align WSAC terms with the calendar year.

*As part of the Consent Agenda, the Board of Directors send a request that the Mayor & Council reappoint Paul Lilly to a new five-year term on the Water System Advisory Council with an expiration date of December 31, 2030.*

26.186 **Metro Fibernet, LLC Pole Attachment Agreement**

Holland BPW Electric Distribution owns and maintains utility poles in the HBPW service area. In general, third-party entities such as cable, phone, and fiber internet service providers can attach their equipment to existing HBPW utility poles when they enter into an agreement. HBPW has pole attachment agreements with multiple entities that govern attachments and set attachment fees.

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

Metro Fibernet, LLC has requested an agreement to attach to our poles to serve fiber internet to its customers.

This agreement with Metro Fibernet LLC, contains a number of items such as rates, requirements, standards and processes to ensure that our poles remain in good order and comply with national safety standards.

*As part of the Consent Agenda, the Board of Directors approved a Pole Attachment License Agreement with Metro Fibernet, LLC, pending approval as to form by the City Attorney.*

26.187 **Grant of Utility Easement - Liberty Court Association**

Liberty Court is a private street near Veterans Drive that requires an easement to gain access for new fiber infrastructure. The owners have agreed to a utility easement for fiber construction. The easement will allow HBPW to provide fiber service to residents on Liberty Court.

This standard format easement has been approved by the City Attorney.

*As part of the Consent Agenda, the Board of Directors approved an easement with the Liberty Court Association.*

26.188 **Grant of Utility Easement - Trillium Condominium Association**

Trillium Court is a private street near Central Avenue and US-31 that requires an easement to gain access for new fiber infrastructure. The Condominium Association has agreed to a utility easement for fiber construction. The easement will allow HBPW to provide fiber Internet service to residents on Trillium Court.

*As part of the Consent Agenda, the Board of Directors approved an easement with the Trillium Condominium Association pending approval as to form by the City Attorney.*

26.189 **2026 Sanitary Sewer and Manhole Condition Assessment Project**

The HBPW maintains an ongoing annual sewer rehabilitation program with goals to assess, repair, and proactively rehabilitate the wastewater collection system. Because the wastewater collection system is a majority non-pressurized pipe system, it allows for the opportunity to perform in-situ inspections of the sewer system to identify the exact location and severity of deficiencies that need to be addressed.

The last large-scale inspection effort was completed between 2021 through 2024. This effort resulted in the inspection of approximately 942,300 feet of sewer and 3,960 manholes. Some deficiencies identified during these inspections have now been addressed.

In order to prioritize future rehabilitation spending, another inspection effort is planned that would result in the inspection of the complete sewer system over a period of five years. This recommendation is for the first year of this inspection effort and would result in the inspection of 63,300 feet of sewer and 270 manholes (<10% of system).

The sewer proposed to be cleaned and televised within this project (FY26) targets a portion of the gravity collection system that is comprised of mostly vintage clay sewer. This area of the system contains the highest frequency of defects, and it is likely one of the main sources of infiltration and inflow within the system.

The invitation to bid was sent to three CCTV contractors. Of those three, one submitted a bid: Plummer's Environmental Services in the amount of \$114,213.45. HBPW staff is confident in

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their ability to perform the work to HBPW standards due to their lengthy record of successful projects with HBPW over the past several years, including the most recent sewer condition assessment.

The cost of the work falls within the Board approved FY26 budget for Sewer System Rehabilitation of which approximately \$130,000 is remaining. As previously mentioned, this work is year one of a five-year condition assessment program. If Plummer's Environmental performs as we expect them to, we plan to renew this contract with additional work in FY27 again utilizing the Sewer System Rehabilitation budget.

*As part of the Consent Agenda, the Board of Directors approved a contract with Plummer's Environmental Services in the amount of \$114,213.45, with a 10% contingency of \$11,421.35 for a total of \$125,634.80, pending approval as to form from the City Attorney.*

**26.190 Electric Production Telehandler Purchase**

Telehandlers are versatile pieces of equipment that are similar to forklifts but with crane-like reach and four-wheel drive. They can be used to lift, move, and place heavy materials in a variety of environments such as rough terrain, high-reach, or compact spaces.

Electric Production is seeking a telehandler for lifting, transporting, and placing heavy loads at ground level and high-level areas at Holland Energy Park and 48th Street. This is expected to improve response time for emergency repairs and plant outages. Rental of similar equipment can have a lead time of 3-5 days depending on availability. This can result in costly time extensions for emergency repairs and unplanned outages. A \$150,000 project was included in Electric Production's FY26 capital budget for this purchase. MacAllister Rentals ("MacAllister") and GM Equipment supplied quotes for this equipment as summarized below.

<b>Bidder Name</b>	<b>Business Location</b>	<b>Quote EST Amount</b>	<b>Meets Specifications</b>	<b>Previous Contracts</b>
MacAllister	Byron Center - MI	\$113,275.00	Yes	Yes
GM Equipment	Hudsonville - MI	\$117,665.00	Yes	Yes

MacAllister provided the lowest evaluated bid and has agreed to our standard Purchase Order Terms and Conditions for the purchase.

*As part of the Consent Agenda, the Board of Directors approved a purchase order with MacAllister in the amount of \$113,275.*

**26.191 Declaration of Surplus Material Spring**

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

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

26.192 Action on Consent items:

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

26.193 **Major Project Update**

*For information only*

26.194 **Lincoln Lift Station Improvements Project**

HBPW staff have identified that the Lincoln Lift Station is in need of rehabilitation. An RFP for engineering services was issued to six potential consultants. Proposals were received from five of the consultants as summarized in the table below:

<b>Lincoln Lift Station Improvements Bid Opening 3/20/2026</b>	
Engineer	Total Design Cost
Fishbeck	\$204,500.00
Spalding DeDecker	197,634.50
Fleis & Vandenbrink	97,400.00
Holland Engineering	91,676.00
Hubbell, Roth & Clark	81,380.00

After reviewing all the proposals and meeting with the three low bidders, the staff recommendation is to proceed with Hubbell, Roth & Clark (HRC). They demonstrated an impressive knowledge of lift stations at the lowest engineering service bid.

The design of the Lincoln Lift Station is expected to start this Spring (FY 2026) with construction to follow next Spring (FY 2027).

*Recommendation: The Board of Directors approved a contract with Hubbell, Roth & Clark (engineers) in the amount of \$81,380, with a 10% contingency of \$8,138, for a total of \$89,518 pending approval as to form from the City Attorney.*

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

26.195 **Water Treatment Plant Low Service Backup Generator Procurement**

Bid proposals to provide a diesel permanent standby generator and ATS for the WTP low service pumping station were requested from three qualified bidders. The generator and associated equipment were required to be sized such that the WTP could operate three of its 200hp low service pumps using only generator power. Three bids were received. Bid pricing included supply, delivery, and testing. A summary of the evaluated bid results is provided in the table below:

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between Settlers Road and Hoover Boulevard. Based on record drawings showing multiple bends in the pipe, traditional CIPP lining was ruled out due to performance limitations. Instead, a non-cured flexible Primus liner was selected. This liner is designed for potable water mains, is capable of accommodating bends up to 90 degrees, and suitable for longer installation lengths.

Advantage Reline agreed to HBPW's purchase order terms and conditions for the proposed work. Since this project was not included as a defined project in the approved FY 2026 capital plan, a budget amendment is required for its approval. In addition to the purchase order with Advantage Reline, the project will require excavation and pipe installation support in the amount of \$77,200 provided by Milbocker & Sons Inc. (proposals were requested from three additional excavators but none were responsive to the request), and traffic control provided by Give 'em a Brake in the amount of \$9,390, for a project total of \$337,138.77 inclusive of the contingency amount. Based on this, an FY 2026 capital budget amendment of \$340,000 is being requested.

*Recommendation: The Board of Directors approved an FY 2026 capital budget amendment in the amount of \$340,00 and approve a purchase order with Advantage Reline in the amount of \$227,771.61, with a 10% contingency of \$22,777.16, for a total of \$250,548.77.*

<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>

26.197

**Engineering Agreement with Black & Veatch**

The anaerobic digester project has been operating since late 2023 but has not yet reached final completion due to ongoing performance issues. To date, the project's contractor has been unable to demonstrate that the system can meet the maximum hydraulic throughput required by the project specifications. They also have been unable to demonstrate that the system can achieve the necessary treatment to achieve Class A Biosolids as required.

Attempts to reach resolution of the outstanding performance issues with the contractor have been unsuccessful to date. HBPW is contracting with Black & Veatch to perform an overall assessment of the anaerobic digestion system in order to identify the necessary work scope and associated cost to bring the system into compliance with the design criteria outlined in the original project specifications. This effort is intended to assist in the achieving final resolution of the performance deficiencies.

HBPW staff is actively engaged with Black & Veatch to finalize the scope of work and proposal for this effort. While Black & Veatch's proposal is not yet finalized, they have provided indicative pricing of \$210,000 for the assessment. The requested value is intended to cover this cost and includes \$40,000 in contingency in case the final contract value ends up being slightly higher than currently anticipated.

Black & Veatch is currently estimating the assessment process to take approximately eight weeks. The results of this undertaking are expected to provide necessary information for ongoing mediation related to the digester project. Approval of the contract is being sought ahead of the proposal finalization due to the importance of timely performance of the work for the mediation process.

*Recommendation: The Board of Directors approved an engineering services agreement with Black & Veatch in an amount not to exceed \$250,000, pending approval as to form from the City Attorney. Also authorize the execution of the agreement by Joel Davenport, HBPW's Operations Director, acting as a designee for HBPW's General Manager.*

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

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

26.198

**Utility Services Director Comments**

- Our next meeting is a Study Session on April 27. Topics addressed: Customer Satisfaction Survey results and annual regulatory issues
- Holland Energy Park will have open hours this week, 7th-8th-9<sup>th</sup>, 12:00-2:00 pm.
- This is Pieter Beyer's last Board Meeting before leaving the BPW

**ADJOURNMENT**

A motion to adjourn the meeting of *April 6, 2026*, was made by *Lilly* supported by *Maalouf* and agreed upon by the Board of Directors present.

The Board Meeting of April 6, 2026, adjourned at *4:55 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board

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