

REGULAR MEETING

The HBPW Board of Directors met
August 7, 2023
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, Beth Snyder, City Council Liaison Nathan Bocks, and Ex Officio Members Keith Van Beek and Dave Couch

Members Absent: Brian Lynn

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

24.024 **Approval of Agenda**

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

24.025 **Board Minutes – Regular Meeting Minutes of July 10, 2023, and Special Meeting Minutes of July 24, 2023**

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

24.026 **Declaration of Surplus Material**

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 list of items as surplus.

24.027 **Electric Distribution Easements for Washington Boulevard Electric Distribution Construction**

As part of continuing efforts to increase system reliability by undergrounding electrical distribution cables, HBPW has been working to complete an overhead to underground conversion on Washington Boulevard from 9th Street to 16th Street, as well as Washington Avenue from 16th Street to 19th Street. This conversion will follow the Van Raalte Avenue conversion, one block over, while implementing lessons learned and best practices from previous projects.

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

Due to narrow road right-of-ways along Washington Boulevard/Avenue, the majority of electrical boxes required in the project scope were unable to be installed in road right-of-ways. In order to best meet the project specific requirements, the plan has been designed to locate the required boxes outside of the right-of-way on public and private lands. Easements for these locations were previously approved.

Additional easements are required to run secondary electrical lines from the new pad mount transformer locations to the first pole in the backyards, along private property lines. In many cases, the new underground lines will follow the current overhead lines that will be removed. An easement is needed to properly convert these overhead lines to underground. Enclosed are all of the 21 easements we pursued.

The easement values represent the fair market value of the land being used. An additional sum was offered if the parcel owners signed in a timely manner; 10 signed within 30 days, 9 signed within 60 days, and 2 signed within 90 days.

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

Easement 1:

Approve a grant of Power Line Easement with Daniel Luyk and Leah Luyk, the property owners, ("Grantor"), for the parcel located at 202 W. 18th St., Holland, Michigan 49423, with compensation in the amount of \$400.00. AND

Easement 2:

Approve a grant of Power Line Easement with Joshua A. Westhouse and Alison D. Westhouse, the property owners, ("Grantor"), for the parcel located at 211 W. 17th St., Holland, Michigan 49423, with compensation in the amount of \$200.00. AND

Easement 3:

Approve a grant of Power Line Easement with Jordi Fuentes and Keren Fuentes, the property owners, ("Grantor"), for the parcel located at 240 W. 9th St., Holland, Michigan 49423, with compensation in the amount of \$200.00. AND

Easement 4:

Approve a grant of Power Line Easement with Kenneth C. Warren and Robin L. Warren, the property owners, ("Grantor"), for the parcel located at 205 W. 15th St., Holland MI 49423, with compensation in the amount of \$200.00 for property owner(s). AND

Easement 5:

Approve a grant of Power Line Easement with Steven J. Kemmer, whose address is P.O. Box 324 Macatawa, MI 49434, and the property owner, ("Grantor"), for the parcel located at 295 Washington Blvd, Holland, Michigan 49423, with compensation in the amount of \$800.00. AND

Easement 6:

Approve a grant of Power Line Easement with Daniel R. Chmura and Meagan J. Chmura, the property owners, ("Grantor"), for the parcel located at 219 W. 15th St., Holland MI 49423, with compensation in the amount of \$200.00 for property owner(s). AND

Easement 7:

Approve a grant of Power Line Easement with Mark Voss, the property owner, ("Grantor"), for the parcel located at 215 W. 15th St., Holland MI 49423, with compensation in the amount of \$200.00 for property owner(s). AND

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Easement 8:

Approve a grant of Power Line Easement with Ronald L. Alberts and Jane Alberts, the property owners, ("Grantor"), for the parcel located at 201 W. 15th St., Holland, Michigan 49423, with compensation in the amount of \$200.00. AND

Easement 9:

Approve a grant of Power Line Easement with Vincent J. Hanneken and Michelle A. Hanneken, Independent Co-Trustees of the Vince and Michelle Hanneken Revocable Family Trust, ("Grantor"), for the parcel located at 299 W. 12th St., Holland, Michigan 49423, with compensation in the amount of \$500.00. AND

Easement 10:

Approve a grant of Power Line Easement with Jonathan C. Brownson, as Trustee of the Brownson Family Trust, ("Grantor"), for the parcel located at 355 Washington Blvd., Holland, Michigan 49423, with compensation in the amount of \$200.00. AND

Easement 11:

Approve a grant of Power Line Easement with Jeffrey W. Glupker and Diana Glupker, the property owners, ("Grantor"), for the parcel located at 288 Washington Blvd., Holland, Michigan 49423, with compensation in the amount of \$500.00. AND

Easement 12:

Approve a grant of Power Line Easement with Neighborhood Renewal LLC, a Michigan limited liability company, whose address is 17 W. 13st., Holland, MI 49423, ("Grantor"), for the parcel located at 325 Washington Blvd., Holland, Michigan 49423, with compensation in the amount of \$300.00. AND

Easement 13:

Approve a grant of Power Line Easement with VRE Properties, LLC, a Michigan limited liability company, whose address is 246 South River Avenue, Suite 36, Holland, Michigan 49423, ("Grantor"), for the parcel located at 304 Washington Blvd., Holland, Michigan 49423, with compensation in the amount of \$700.00. AND

Easement 14:

Approve a grant of Power Line Easement with Carol Ann Bailey, the property owner, ("Grantor"), for the parcel located at 348 Washington Blvd., Holland, Michigan 49423, with compensation in the amount of \$300.00. AND

Easement 15:

Approve a grant of Power Line Easement with Lisa M. Brenner, the property owner, ("Grantor"), for the parcel located at 240 West 13th Street, Holland, Michigan 49423, with compensation in the amount of \$500.00. AND

Easement 16:

Approve a grant of Power Line Easement with Brandon Deur and Amy Deur, the property owners, ("Grantor"), for the parcel located at 209 W. 15th St., Holland, Michigan 49423, with compensation in the amount of \$200.00. AND

Easement 17:

Approve a grant of Power Line Easement with Alicia Vera and Carlos Vera, the property owners, ("Grantor"), for the parcel located at 234 W. 10th St., Holland, Michigan 49423, with compensation in the amount of \$400.00. AND

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Easement 18:

Approve a grant of Power Line Easement with Nicole Orta, whose address is 20943 Mariel Rd., Onaway, Michigan 49765, the property owner, ("Grantor"), for the parcel located at 328 Washington Blvd., Holland, Michigan 49423, with compensation in the amount of \$200.00. AND

Easement 19:

Approve a grant of Power Line Easement with Jason Beamer and Holly Beamer, the property owners, ("Grantor"), for the parcel located at 233 W. 15th St., Holland, Michigan 49423, with compensation in the amount of \$200.00. AND

Easement 20:

Approve a grant of Power Line Easement with Emily Damaska, whose address is 6524 Byron Woods Dr. SW, Byron Center, Michigan 49315, the property owner, ("Grantor"), for the parcel located at 251 Washington Blvd., Holland, Michigan 49423, with compensation in the amount of \$300.00. AND

Easement 21:

Approve a grant of Power Line Easement with John L. Shea and Kim M. Shea, trustees of the John L. Shea and Kim M. Shea Trust, ("Grantor"), for the parcel located at 233 W. 12th St., Holland, Michigan 49423, with compensation in the amount of \$599.00

24.028 Action on Consent items:

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

24.029 **Communications from the Audience**

None

24.030 **Country Club and Legion Park Closeout with Extended Limited Warranty Agreement**

Milbocker and Sons, Inc was the low bidder for the Country Club project and was awarded the project. BPW staff approached Milbocker and asked for the project pricing to be extended into Legion Park. Milbocker agreed to holding the unit pricing and the Board approved a change order to the Country Club project adding the Legion Park project to the Country Club contract.

In February of 2023, the water main in Legion Park experienced a break and the investigation revealed that portions of the water main had been over-belled. Over-belling is a construction workmanship defect that is the result of pushing pipe joints too closely together. Research by staff yielded that over-belling is a common issue with PVC water main pipe; and although it is a defect, the consequences of the defect are not typically as severe as originally feared. A neighboring utility has reported that they experienced over-belling of pipe installed in the 1980s and have not seen any decrease in the performance of the pipe since then. Additional detail on the causes and effects of over-belling is also included as an attachment.

Although the over-belling has been reported to be a non-critical defect, staff still pursued additional warranties from Milbocker in the event additional repairs are needed to address the defect. Staff entered into negotiations with Milbocker and has reached an agreement on a proposed Extended Limited Warranty Agreement which extends the contract's warranty through November 2027. If more than two water main breaks or failures resulting from over-belling occur in that time period, HBPW would have the option to extend the warranty for an additional two years or require Milbocker to perform a trenchless lining of the defective water main.

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Recommendation: The Board of Directors approved an Extended Limited Warranty Agreement with Milbocker and Sons, Inc.

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

24.031 **Major Project Update**

- Country Club and Legion Park Project Closeout Memo

24.032 **General Manager Comments**

- Next meeting is August 28, Energy Waste Reduction program; proposed changes to the employee handbook
- Potential joint session with the City upcoming, August 23 (6 p.m.)

ADJOURNMENT

A motion to adjourn the meeting of *August 7, 2023*, was made by *Maalouf* supported by *Snyder* and agreed upon by the Board of Directors present.

The Board Meeting of August 7, 2023, adjourned at *4:41 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board