

**STUDY SESSION**

The HBPW Board of Directors met  
**February 22, 2021**  
Via Zoom Teleconference  
at 4:00 p.m.

Chair **Hemingway** called the meeting to order at 4:06 p.m.

**Members Present:** Tim Hemingway (Holland, MI), Diane Haworth (Holland, MI), Sue Franz (Holland, MI), Paul Lilly (Holland, MI), P.J. Thompson (Holland, MI) City Council Liaison Nathan Bocks (Holland, MI), and Ex Officio Members Bob Shilander (Park Twp., MI) and Keith Van Beek (Holland, MI)

**Members Absent:** None

**Staff Present:** Dave Koster, Janet Lemson, Becky Lehman, Ted Siler, Joel Davenport, Chuck Warren, Chris Van Dokkumburg, Tracy York, Julie DeCook, Shawna VanderYacht, Tamara Black

21.162 **Communications from the Audience**

*None*

21.163 **Financial Update**

*For information only. All Utilities are outperforming budgets this year. Kudos for the great job of forecasting this year.*

21.164 **Broadband Utility and Administration Five-Year Capital Plans**

The Broadband Utility and administration capital plans for FY 2022-2026 will be presented with detail information for projects expected to cost more than \$20,000 each at a project level. Projected operating/non-operating cash flow summaries for broadband for the same five-year period will also be presented. Administration capital project expenditures are allocated to the separate utilities, therefore are included in the five-year cash flow summaries of each utility.

*The Board accepted the Broadband Utility and administration FY 2022-2026 five-year capital plans for information.*

21.165 **Review of Delegation Policies D014 through D015-1**

Governance Policy G001 Governing Philosophy establishes the attributes of leadership and the specific practices that the Board intends to demonstrate. Through this policy, the Board Members are called upon to lead proactively and be faithful to the BPW's core purpose and core values. This policy further calls upon the Board to periodically evaluate and discuss its process and performance with respect to Governance and Delegation Policies. Delegation Policies were last reviewed in the 2008 Strategic Planning Process.

Through the Strategic Planning process, staff determined that some policies originally approved as Results Policies ("R" series) belonged instead in the Delegation series of policies. These former Results Policies will be reviewed and renumbered into the proper category.

*Reviewed as a Study Session item. No Board action needed.*

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

21.166

**General Manager Comments**

- The GM discussed several of the details for a better understanding of what had/is happening with the electric power in Texas in light of the recent bad weather, power outages, rolling power outages, and costs.
- City Council addressed (at their 2/17 meeting) amending Ordinance 2-41 and 2-49 which outline the authority of the HBPW Board in terms of purchasing, and making/signing contracts. This change was approved. The ordinance first reading took place 2/17. The BOD sets its own policies that are consistent with the language and intent of the City Charter.
- GM also reviewed the incident that recently took place at a water treatment facility just outside Tampa, FL (Oldsmar)—as it parallels to the safety and security of the HBPW Water Plant and our many layers of protection. WHTC radio interviewed our GM regarding the recent situation at the Oldsmar, FL plant. It usually takes at least 13 hours for water to move through the full treatment process at the HBPW water plant. We have many additional precautions taken beyond our SCADA system. We're also studying and working through AWWA through US Homeland Security, learning, and cross checking any additional security measures against what we currently practice.
- Our next meeting is a Regular BOD Meeting scheduled for March 8. Some of the main focus at this meeting will be our annual budget and rates and the redemption of \$91M in bonds. Board Budget Committee meetings will take place on 2/23, 2/26, and, if needed, 3/2.

21.167

**Board Comments**

- Board Member Lilly inquired if our plants were still on COVID lockdown. They are. Our Service Center lobby has reopened. We have approximately 80 essential employees who need COVID vaccinations before we will begin looking at being open to the public (like the visitor center at HEP, tours of the water/water treatment plants).

**ADJOURNMENT**

The Board Meeting of February 22, 2021, adjourned at *5:52 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board