

REGULAR MEETING

The HBPW Board of Directors met
July 12, 2021
at 4:00 p.m.
625 Hastings Ave.
Holland, Michigan

Chair Hemingway called the meeting to order at 4:01 p.m.

Members Present: PJ Thompson, Paul Lilly, Carolyn Maalouf, Tim Hemingway, City Council Liaison Nathan Bocks, and Ex Officio Members Keith VanBeek and Bob Shilander

Members Absent: Sue Franz

Staff Present: Dave Koster, Janet Lemson, Ted Siler, Chuck Warren, Joel Davenport

22.000 Approval of Amended Agenda

Chair Hemingway amended the agenda to include a discussion point 6C, Consumers Energy's plan to close the Campbell Plant III in 2025. Board Member Lilly made a motion to approve the amended agenda. The motion was seconded by Board Member Thompson.

22.001 Board Minutes – Regular Meeting Minutes of June 7, 2021, and Special Meeting Minutes of June 28, 2021

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

22.002 Resolution Authorizing Transfer of Funds for Contribution to the City FY2022

This Joint Resolution is pursuant to §12.16 of the City of Holland Charter. The amount of money appropriated was approved during the budget process and this Joint Resolution is passed for the purpose of complying with the requirements of §12.16 of the City of Holland Charter in the event the amount should exceed or be less than 50% of the net income of the Board of Public Works Electric and Water utilities, as defined therein.

As part of the Consent Agenda, the Board of Directors adopted the Joint Resolution to appropriate \$8,595,384 from Electric Utility funds for FY2022 for the general purposes of the City of Holland.

22.003 Resolution for Insurance Claims Administration FY 2022

The resolution is to establish and authorize the claims settlement authority for the City and the HBPW within the self-insured retention portion of the City and the HBPW's insurance program. The resolution shall permit the settlement and compromise of claims, actions, and liabilities by the designated adjuster in an amount not to exceed \$5,000 against the City and/or the HBPW.

Paragraph 5 grants authority to the designated representative of the HBPW in conjunction with the City Attorney to settle claims against the HBPW, including joint claims with the City, in an amount not to exceed \$10,000. The settled claims shall be reported by the HBPW to the Board as needed during the fiscal year.

Paragraph 6 allows claims in excess of \$10,000 to be settled, compromised, and approved upon review and recommendation/approval of the of Directors of the HBPW with referral to City Council for final review and recommendation/approval.

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

As part of the Consent Agenda, the Board of Directors approved the resolution allowing the designated representative of the HBPW, in conjunction with the City Attorney, the settlement authority, to settle claims in an amount not to exceed \$10,000.

22.004 METRO Permit Renewal With Zeeland Charter Township

The HBPW has a current METRO permit with Zeeland Charter Township and has existing infrastructure in the right-of-way. In order to continue providing services in this territory, the METRO permit with Zeeland Charter Township needs to be renewed. The officials of the township have agreed to the renewal.

As part of the Consent Agenda, the Board of Directors approved the METRO permit with Zeeland Charter Township, pending approval as to form from the City Attorney.

22.005 Action on Consent items:

Motion to approve, accept, or adopt Consent *Lilly*
Agenda items
Second *Thompson*
Favor *4*
Oppose *0*

22.006 Communications from the Audience

None

22.007 Major Project Update

For information only

22.008 Pine Avenue Reconstruction Engineering Contract

The Holland Board of Public Works along with the City of Holland Transportation Services Department sought proposals from qualified engineering firms to provide engineering, materials testing, and construction inspection services for the Pine Avenue reconstruction project. The anticipated project limits are Pine Avenue from 9th Street to Michigan Avenue (4,800 feet), 11th Street from Pine Avenue to River Avenue (775 feet), and 22nd Street from Maple Avenue to Michigan Avenue (1,200 feet). The construction is expected to commence in the spring of 2022 and last through the fall of 2022.

The project's utility work includes the replacement of an existing undersized transmission main in Pine Avenue with a new 24" transmission main, and constructing a parallel 8" distribution main. The sanitary sewer mains in 22nd Street and 11th Street will also be replaced or lined. In addition to reconstruction of the roadway itself, the Transportation Services Department plans Page 1 of 2on implementing additional improvements to sidewalks, storm sewers, and curb and gutter sections.

Proposals were solicited and received from three engineering firms as provided below. Wightman submitted the lowest fee. After a review of their project assumptions and qualifications, HBPW and Transportation Services Department staff recommend the award of the work to Wightman.

<u>Firm</u>	<u>Proposed Fee</u>
Wightman and Associates	\$429,425
Holland Engineering Inc.	\$576,260
Fishbeck Inc.	\$583,000

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- 22.010 **Consumers Energy Shutdown of Campbell III Power Plant (coal-fired)**
10 Mw of power generated by this plant (Campbell III) is ours, overall it is 7% of our power supply portfolio. We currently have 70 Mw in surplus generation. Campbell III is scheduled to shut down in 2025. Belle River is still scheduled for retirement of their two coal-fired units in 2029-2030. We recently purchased 5 Mw of wind generation.
- 22.011 **General Manager Comments**
- June 10 was the Allegan County Board of Commissioners Broadband Work Group Meeting. We were invited to have a seat in this group. We will likely have a seat on this Allegan County Task Force (Ted Siler would serve in this capacity). Pete Hoffswell is serving in this capacity for Ottawa County
 - It appears that plant tours for new Board members and Executive Staff at the City of Holland will be taking place on July 30
 - Diane Haworth's lunch honoring her retirement from the BPW Board will be July 27 from 11:30-1:00
 - July 26 is our next meeting, a Study Session
- 22.012 **Board Comments**
- The August 9 meeting will be election of Board officers and appointments to the Audit Committee. The Board will elect Chair, Vice-Chair, and appoint one additional member to the Audit Committee

ADJOURNMENT

A motion to adjourn the meeting of *July 12, 2021*, was made by *Maalouf* supported by *Lilly* and agreed upon by the Board of Directors present.

The Board Meeting of July 12, 2021, adjourned at *6:13 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board

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