

**REGULAR MEETING**

The HBPW Board of Directors met  
**November 8, 2021**  
at 4:00 p.m.  
625 Hastings Ave.  
Holland, Michigan

**Chair Hemingway called the meeting to order at 4:05 p.m.**

**Members Present:** Tim Hemingway, Paul Lilly, Carolyn Maalouf, PJ Thompson, Sue Franz, and Ex Officio Member Bob Shilander

**Members Absent:** Nathan Bocks, Keith VanBeek

**Staff Present:** Dave Koster, Janet Lemson, Becky Lehman, Joel Davenport, Theo VanAken, Steve Bruinsma, Pieter Beyer

22.082 **Approval of Agenda**

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

22.083 **Board Minutes – Regular Meeting Minutes of October 11, 2021, and Special Meeting Minutes of October 25, 2021**

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

22.084 Action on Consent items:

Motion to approve, accept, or adopt Consent Agenda items	<i>Franz</i>
Second	<i>Lilly</i>
Favor	<i>5</i>
Oppose	<i>0</i>

22.085 **Communications from the Audience**

*None*

22.086 **Major Project Update**

*For information only*

22.087 **Greenly and Waverly Substations Relay Upgrade**

The Holland BPW 138 kV distribution loop around our service territory is protected with a series of relays located at each substation.

ITC, the electric transmission operator and interconnection to the larger grid for our service territory, is beginning the process of upgrading the interconnection points at Black River Substation with new breakers and protective equipment. The Black River breakers and relays were once owned by Holland BPW, but sold to ITC to facilitate HBPW being removed from NERC registration as a Transmission Owner/ Transmission Operator.

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



- OSHA regulation for government business entities with more than 100 employees either all vaccinated for COVID, or tested for COVID weekly. We've kept our people up to date with a notice last Friday and will have more finalized details to them later this week. Currently, vaccination rate at the BPW is 57%.

22.090

**Board Comments**

- This week, Board members will receive an e-mail from Jon Hofman (with full approval of the Board Chair and Vice Chair) regarding the annual evaluation of the General Manager. Please feel free to contact Jon, the Chair, or Vice Chair with any questions you may have. They are seeking truly effective feedback, not just "checking the boxes."
- Question arose as to the date when we will start waiving credit card payment fees for customers paying their bill with a credit card. Paymentus and Northstar are working together to get our system installed and working along with Amy Yost and IT. We hope to have a more specific update to the Board at our next meeting.
- Board Member Lilly expressed a concern as to the fact the City is no longer recording their study sessions. He wonders what options are available to interested parties if they miss topics/discussions/presentations covered at a study session they are unable to attend. He was particularly wondering about the STD presentation and surrounding conversation not having been recorded.

**ADJOURNMENT**

A motion to adjourn the meeting of *November 8, 2021*, was made by *Maalouf* supported by *Lilly* and agreed upon by the Board of Directors present.

The Board Meeting of November 8, 2021, adjourned at *5:00 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board