

**REGULAR MEETING**

The HBPW Board of Directors met  
**January 6, 2025**  
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, Paul Lilly, Brian Lynn, Kyle Engbers, City Council Liaison Scott Corbin, and Ex Officio Members Dave Couch and Keith Van Beek

**Members Absent:** Carolyn Maalouf

**Staff Present:** Dave Koster, Janet Lemson, Ted Siler, Joel Davenport, Chuck Warren, Julie DeCook, Grant Koster, Pieter Beyer, Steve Bruinsma, and Jon Hofman

25.126 **Approval of Agenda**

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

25.127 **Communications From the Audience**

*None*

25.128 **Board Minutes – Regular/Study Meeting Minutes of December 16, 2024**

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

Action on Consent item:

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

25.129 **Major Project Update**

*For information only*

25.130 **Budget Amendment for the Lake Macatawa Water Transmission Main Rehabilitation**

In 2023 and 2024, the Board and City Council approved several contracts for the assessment, cleaning, design, and rehabilitation of the middle Lake Macatawa water transmission main crossing. The resulting project pulled in place 3,200 feet of 20-inch fused PVC water main inside of the failed 30-inch HDPE transmission main. The work was completed this fall, and the main was put back in service on November 11, 2024.

The budget for the project, as approved by the Board in October of 2024, was \$2.85M. This was based on the bids that were received to complete the work. Now that the work has been completed and final quantities have been determined, the cost of the project was calculated to be slightly

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above budget (1.3%) with a total cost of \$2,889,612.62. A budget amendment in the amount of \$39,613 is, therefore, needed for the project. The increased cost was due to additional pavement replacement and constructing temporary power to the site during grouting operations.

*Recommendation: The Board of Directors approved an FY25 capital budget amendment in the amount of \$39,613 for a total project budget of \$2,889,613.*

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

25.131 **Financial Review – November 2024**

*For information only*

25.132 **Closed Door Session – For strategy connected with the negotiating of a collective bargaining agreement pursuant to MCL 15.268(c)**

**To consider the periodic personnel evaluation of the General Manager pursuant to MCL 15.268(a)**

Motion to enter Closed Session @ 4:45 p.m.

Made by Lynn

Second: Lilly

Favor 4

Oppose 0

*ROLL CALL: Thompson, Lilly, Lynn, Engbers*

Motion to re-enter Open Session @ 6:20 p.m.

Made by Lynn

Second Engbers

Favor 4

Oppose 0

25.133 **General Manager’s Periodic Performance Evaluation**

Chair Thompson reviewed the results of the General Manager’s performance review and his recommendation for compensation adjustments. A motion to adjust the General Manager’s salary by 4.0% was made by *Lynn* and seconded by *Engbers*.

<i>Favor</i>	<i>3</i>
<i>Oppose</i>	<i>0</i>

25.134 **General Manager Comments**

- The January 27 Study Session may be moved to be a Special Meeting; we will also address the Water Utility Issues at this meeting.
- The concept for long duration storage submitted in partnership with Jolt Energy was encouraged by the DOE to be submitted as a full application.

25.135 **Board Member Comments**

- Board Member Lynn asked about new, evolving legislative issues and how this would affect several of the things we would address as a utility. This topic will be discussed in greater depth at future Board.

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ADJOURNMENT

A motion to adjourn the meeting of *January 6, 2025*, was made by *Lynn* supported by *Engbers* and agreed upon by the Board of Directors present.

The Board Meeting of January 6, 2025, adjourned at *6:28 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board