

# Board of Public Utilities

## Special Meeting Minutes

Tuesday, February 26, 2013  
4:00 p.m., DPW Conference Room, 1199 8<sup>th</sup> Avenue



### 1. Call to Order by Stickland at 4:00 p.m.

### 2. Roll Call

Present: Berry, Burr, Overhiser, Rose, Stein, Stickland, Winkel  
Absent: Henry, Overhiser

Also in Attendance: Roger Huff, Larry Halberstadt, Wendy Hochstedler, Rob Shelley, Ken Demlow, Tina Roncalli, Ed Finamore

### 3. Approval of Agenda

Motion by Burr, second by Berry to approve the February 26, 2013 special meeting agenda as presented.

All in favor. Motion carried.

### 4. Acceptance of Minutes for the Record – January 28, 2013

Motion by Berry, second by Burr to accept the January 28, 2013 regular meeting minutes with correction to item 10.

All in favor. Motion carried.

### 5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

Burr questioned if fees for insufficient funds can be billed to the customer. Hochstedler noted that we do pass insufficient check fees on to the customer.

## REPORTS

### 6. Cost of Energy from Indiana-Michigan Power Company (AEP)

- A. 2013 Billings – All Charges (includes cost per kWh)
- B. 2012 Billings – All Charges (includes cost per kWh)

The format for 2013 has been changed to show the most recent month at the top.

Winkel arrived at 4:12 PM

## **7. Financial Reports**

- A. Water Fund CuFt Comparisons
- B. Water Fund Financial Statement
- C. Sewer Fund Financial Statement
- D. Electric Fund KWH Comparisons
- E. Electric Fund Financial Statement

## **8. Indian Grove Infrastructure Project**

- A. Sewer Study Progress Report

Huff reviewed the progress report, denoting the potential infiltration and inflow sources in the Peterson Drain Ravine.

## **9. Unresolved Issues Report**

Huff gave an overview of unresolved issues, noting those completed and those pending. No new issues were noted at the last meeting.

Burr requested that tree trimming be added to the report as an ongoing issue.

## NEW BUSINESS

### **10. Board will be requested to consider the following actions regarding Advanced Metering Infrastructure (AMI):**

- A. Board will be requested to approve a recommendation to enter into a contract with ACLARA for AMI and water and electric meter replacement.**
- B. Board will be requested to approve a recommendation to enter into a professional services contract with Valutech Solutions Inc. for assistance with AMI contract negotiations and implementation.**

Huff presented the staff report. The City received three proposals on March 26, 2012. One proposal was rejected as being not compliant with the RFP. Rob Shelley and Ken Demlow were hired to review the proposals and make a recommendation. After evaluation, the system proposed by ACLARA was determined to best meet the needs of the City. The system will utilize a fixed base radio system for water meter reading and a power line carrier system for electric meter reading.

Action was tabled until the next meeting. Staff will prepare additional information on financing and review the proposal with ACLARA prior to returning to request Board action.

Rose departed at 6:16 PM

**11. Board will consider a written request from Cost Control Associates, Inc. (representing Wal-Mart) to change the application definition for the industrial and municipal customers' electric rate.**

Burr noted that the customer does not meet the definition of an Industrial Customer. It was also noted that the City spent approximately \$800,000 to construct sewer and water main extensions to the east side of I-196 at the time that Wal-Mart was constructed.

Motion by Burr, second by Stickland to deny the request to reclassify Wal-Mart as an Industrial Customer.

**12. Next meeting is scheduled for Monday, March 25, 2013 at 4:00 pm in the DPW Conference Room, 1199 8<sup>th</sup> Avenue, South Haven, Michigan.**

Stickland and Berry will be absent from the next scheduled meeting.

**13. Director's Comments**

Roger received the ACEC/Michigan 2013 Engineering and Surveying Excellence for the New Water Filtration Plant project.

**14. Board Member Comments**

None.

**15. Adjourn**

Motion by Winkel, second by Berry to adjourn at 6:23 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Larry Halberstadt, PE  
City Engineer