

Board of Public Utilities

Regular Meeting Minutes

Monday, March 25, 2013
4:45 p.m., DPW Conference Room, 1199 8th Avenue



1. Call to Order by Burr at 4:50 p.m.

2. Roll Call

Present: Burr, Henry, Stein (Ex-officio), Winkel
Absent: Berry, Overhiser (Ex-officio),, Rose (Ex-officio),, Stickland

3. Approval of Agenda

Motion by Henry, second by Winkel to approve the March 25, 2013 regular meeting agenda as presented.

All in favor. Motion carried.

4. Acceptance of Minutes for the Record – February 26, 2013

The February 26, 2013 Special Meeting minutes were accepted for the record by Burr.

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

There were none.

REPORTS

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

- A. 2013 Billings – All Charges
- B. 2012 Billings – All Charges

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

9. Unresolved Issues Report

Huff gave an overview of the Unresolved Issues Report.

Burr requested information on the tree trimming. Huff displayed a chart he compiled using the tree trimming data and said if this new method of reporting would help they could provide it on a monthly basis. Burr said he does not want Huff to do more work for reporting.

NEW BUSINESS

10. Board will be requested to approve award of Bid Number 2013-06, Meijer Store Electrical Service Installation.

Motion by Henry, second by Winkel to approve the award of Bid Number 2013-06 Meijer Store Electrical Service Installation in the amount of \$73, 695.47 to Kent Power Inc.

All in favor. Motion carried.

11. Board will be requested to approve water, sewer, and electric rate adjustments for Fiscal Year 2013 – 2014 beginning on July 1, 2013.

Motion by Winkel, second by Henry to approve a two percent (2%) sewer rate adjustment for Fiscal Year 2013 - 2014 beginning on July 1, 2013.

All in favor. Motion carried.

Henry commented that the board needs to have a Capital Improvement Plan. Huff agreed and said he plans to do a Capital Improvement Plan for all funds.

12. Next meeting is scheduled for Monday, April 29, 2013 at 4:00 pm in the DPW Conference Room, 1199 8th Avenue, South Haven, Michigan.

13. Director's Comments

14. Board Member Comments

Burr: got a call from Jack Morris who said his slip is full of sand; Burr thinks sand is being sucked into the county drain. The County Drain Commissioner is sending someone Wednesday or Thursday and Burr would like someone to meet with them. Huff said Steve Oosting, Senior Engineer, would be the one, since he has already been working with the Drain Commission. Oosting has been trying to set this up for a long time and wants to get that inspected before the Phoenix Street project begins.

Henry: has had some conversation with Ray Vanderzee about curb cuts; Henry said it seems to him that there are different standards being applied, while he recognizes that there are some roads under the auspices of the Michigan Department of Transportation (M-DOT), some under the Van Buren County Road Commission and some under the city. The board briefly discussed the situation.

15. Adjourn

Motion by Henry, second by Winkel to adjourn at 5:00 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary