

# Board of Public Utilities

## Regular Meeting Minutes

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



City of South Haven

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

### 2. Roll Call

Present: Burr, Henry, Stickland  
Absent: Winkel (excused), Overhiser (ex-officio), Rose (ex-officio), Stein (ex-officio)  
(Arrived a few minutes late)

Also present: Roger Huff, Public Works Director; Larry Halberstadt, City Engineer

### 3. Approval of Agenda

Item 10 was moved to Item 5.

Motion by Henry, second by Burr to approve the August 26, 2013 regular meeting agenda as amended.

All in favor. Motion carried

### 4. Acceptance of Minutes for the Record – July 29, 2013

Motion by Burr, second by Henry to accept the July 29, 2013 Regular Meeting Minutes.

All in favor. Motion carried.

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

## REPORTS

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

- A. 2012 Billings – All Charges
- B. 2011 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. Phase II Smoke Testing Plan

Smoke testing starting next week – per Halberstadt crew on St. Joe Street today

**9. Unresolved Issues Report**

New item concerning Electric Vehicle Charging - Halberstadt to contact Meijer concerning possible charging stations at the new location.

NEW BUSINESS

**10. Board will hear from Ms. Jessica Nickel concerning the 10% penalty rate for late utility payments.**

Ms. Nickel presented her request to lower the penalty rate for late utility payments from 10% to 2%

The legal opinion and rates from other municipalities and utilities were discussed

Per Stickland, the BPU will further review the request, taking into consideration what is fair to all customers to provide electric service and maintain the system

Stickland/Huff – follow up discussion at the next board meeting

**11. Board will be requested to approve consulting contracts with GRP Engineering, Inc. for design, construction administration, and start-up for the 2013-14 Electric Projects.**

Motion by Burr, second by Henry to approve a recommendation to City Council for consulting contracts with GRP Engineering for the 2013-14 Electrical Projects including the following:

Phoenix Rd Substation Transformer Procurement

Project #102 PR-C Circuit 2nd Avenue

Project #103 PR-D Circuit Veterans Blvd

Core City Secondary Upgrades

All in favor. Motion carried.

**12. Board will be requested to consider offering private beach water quality analysis on a limited basis.**

Not a normal function of the Water Filtration Plant (WFP).

WFP has very limited capabilities to do multiple samples.

The Board does not want the City to compete with local private labs.

Staff is directed to refer inquiries from private individuals and associations to the various State and local labs for these services.

**13. Next meeting is scheduled for Monday September 30, 2013 at 4:00 pm in the DPW Conference Room, 1199 8<sup>th</sup> Avenue, South Haven, Michigan.**

**14. Director's Comments**

None

**15. Board Member Comments**

**Burr:** Special Meeting tonight; Phoenix Street Project

**16. Adjourn**

Motion by Henry, second by Burr to adjourn at 5:05 p.m.

All in favor. Motion carried

RESPECTFULLY SUBMITTED,

Roger Huff  
Public Works Director