

Board of Public Utilities

Regular Meeting Minutes

Monday, August 31, 2015
4:00 p.m., DPW Conference Room
1199 8th Avenue



City of South Haven

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

2. Roll Call

Present: Burr, Henry, Stickland

Absent: Henry, Overhiser, Roberts, Rose, Stein, Winkel

3. Approval of Agenda

Motion by Burr, second by Henry to approve the regular August 31, 2015 meeting agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes for the Record – July 27, 2015 Regular Meeting Minutes

Motion by Burr, second by Henry to approve the regular July 27, 2015 meeting agenda as presented.

All in favor. Motion carried.

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

None at this time.

REPORTS

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

- A. 2015 Billings – All Charges
- B. 2014 Billings – All Charges

7. Financial Reports

- A. Electric Fund – Financial Statement
- B. Electric Fund – Review of Percentage Billed

- C. Water Fund – Financial Statement
- D. Water Fund – Review of Percentage Billed
- E. Sewer Fund – Financial Statement

Burr was concerned about discrepancies in the amount of electric used vs. the amount of electric billed. Discussion occurred and it was determined that the data exported from the database was likely incomplete and needed to be updated. The Board reviewed the finance reports and did not accept them.

8. SAW Grant Project Progress Report

- A. SAW Grant – Asset Management Plan Status Report

Henry asked who would do the sewer cleaning.

Halberstadt said the City DPW crews would assist as much as they can.

Halberstadt said cleaning may not happen until next year

Stickland asked if a boulder in the storm pipe at the north end of Maple St had ever been removed.

Discussion occurred on the recent lack of Waste Water Treatment plant overflows during heavy rains.

9. Electric Construction Project Update

NEW BUSINESS

10. Board will be requested to approve a Professional Services Agreement with Abonmarche for Community Outreach, Construction Coordination Services, Video Services, and Property Access Agreements during Phase III and IV of the Core City Secondary Electric Projects.

Burr asked about the phasing.

Halbertadt said that Phase 3 & 4 would be bid together and that they would be completed by May 2016.

Burr asked what if we are not ready on the timing.

Henry asked to seek clarification on the contract timeframe.

Halberstadt said that the timing of the contract was flexible.

Motion by Burr to approve the Professional Services Agreement for the Core City Secondary Electric Projects Phases 3 & 4 not to exceed \$82,500 + \$500 for each Agreement of Understanding. Conditional that it does not expire before the project is concluded.

Second by Henry

Motion carried

11. Board will be requested to approve the Notice of Intent to Elect Efficiency United to Offer Energy Optimization Services for the 2016-2017 Calendar Year.

Burr asked why do we have to do anything. We are waiting for the Legislature to make a decision, why lock into a 3 year contract. Burr suggested to table this item until the MPSC

makes a decision. Stickland asked if there was a penalty if we do not continue the program. Discussion occurred regarding if there was any penalty and no one was aware of one.

Motion by Henry to table this item for 30 days until the confusion between the Legislature and the MPSC is settled.

Supported by Burr

12. City Engineer Comments

The next meeting is scheduled for September 28, 2015.

13. Board Member Comments

Stickland stated that the annual MMEA meeting will be on October 7th.

14. Adjourn

Motion by Henry, second by Burr at 4:30 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,
Ryan Bosscher
GIS Tech.