

**TRAVERSE CITY
LIGHT AND POWER BOARD**

Minutes of the Regular Board Meeting
Held at 5:15 p.m., Commission Chambers, Governmental Center
Tuesday, November 14, 2023

Board Members Present: Ross Hammersley - Chairperson, Paul Heiberger - Vice-Chairperson, John Taylor – Board Member, Maura Brennan – Board Member, Elysha Davila – Board Member, Tim Werner – City Commissioner & Board Member

Board Members Absent: Mi Stanley – Board Member

Ex Officio Member Absent: Nate Geinzer, Interim City Manager

Others: Brandie Ekren – Executive Director, Jen St. Amour – Executive Assistant, Karla Myers-Beman – Chief Financial Officer, Kelli Schroeder – Customer & Employee Relations Manager, Tony Chartrand – Engineering Manager, Jacob Hardy – Sustainability & Key Accounts Manager, Daren Dixon – Operations Manager, Scott Menhart – Chief Information & Technology Officer, Adam Lansdell – Business/Planning Analyst

1. Roll Call

2. Disclosure of Recusal

None.

3. Consent Calendar

- a. Approval of Agenda
- b. Consideration of approving minutes of the Regular meeting of October 10, 2023. (Approval recommended)

that the minutes of the Regular meeting of October 10, 2023, be approved.
- c. Consideration of approving the addition of a Sustainability and Climate Initiative position. (Approval recommended) (Ekren/Schroeder)

that the Light and Power Board approves the addition of the Sustainability and Climate Initiative Analyst position to the Organizational Chart and the ACT Group Salary Range Table.
- d. Consideration of authorizing a purchase order to purchase transformers for inventory (Approval recommended) (Dixon)

that the Light & Power Board authorizes a purchase order to be issued to the Stuart C. Irby Co. for the purchase of transformers in the amount of \$119,436.00, more or less, subject to review as to substance by the Executive Director and as to form by General Counsel.

- e. Consideration of approving a three-year contract with Down to Earth, LLC for snow removal services. (Approval recommended) (Hardy)

that the Board approves a contract with Down to Earth, LLC for snowplowing services at a rate of \$260.00 per plow regardless of snowfall and \$110.00 per hr. for additional services for a term of three years.

- f. Consideration of approving a three-year contract with Hurst Mechanical for HVAC Preventative Maintenance. (Approval recommended) (Hardy)

that the Board approves a three-year contract with Hurst Mechanical for a not to exceed amount of \$6,521.00 annually for HVAC preventative maintenance.

- g. Consideration of approving a purchase order for datacenter server additions. (Approval recommended) (Menhart)

that the Board authorizes staff to execute a purchase order in the total amount of \$64,272.00, more or less, to procure datacenter server additions.

Maura Brennan moved that as recommended, the Consent Calendar portion of the agenda be approved. Elysha Davila seconded the motion.

Yes: Maura Brennan, Elysha Davila, Ross Hammersley, Tim Werner,
Paul Heiberger, and John Taylor

Absent: None

Carried 6 to 0.

4. Unfinished Business

- a. Consideration of scheduling a Public Hearing at the December 12, 2023, regular meeting for the adoption of time of use rates effective December 2025 with the authorization of earlier PILOT adoption.

The following individuals addressed the Board:

Karla Myers-Beman, Chief Financial Officer
Mark Beauchamp, Utility Financial Solutions

Tim Werner moved that the Light and Power Board authorizes the Secretary to set a public hearing for time of use rates at the December 12, 2023, board meeting; and further that a notice of the public hearing be posted on the utility's website and placed in the Traverse City Record Eagle newspaper. Paul Heiberger seconded the motion.

Yes: Maura Brennan, Elysha Davila, Ross Hammersley, Tim Werner,
Paul Heiberger, and John Taylor

Absent: None

Carried 6 to 0.

- b. Consideration of approving the Grandview Parkway Relocation Project Authorization.

The following individuals addressed the Board:

Tony Chartrand, Engineering Manager

John Taylor moved that the Light & Power Board approves as presented the Grandview Parkway Relocation Project and directs staff to manage the project including soliciting bids and approving purchase orders totaling in aggregate not to exceed 110% of the project budget. Maura Brennan seconded the motion.

Yes: Maura Brennan, Elysha Davila, Ross Hammersley, Paul Heiberger, and John Taylor

No: Tim Werner

Absent: None

Carried 5 to 1.

5. **New Business**

- a. Consideration of approving a construction contract with Grand Traverse Construction for a customer service remodel at Hall Street service center.

The following individuals addressed the Board:

Jacob Hardy, Sustainability & Key Accounts Manager

Maura Brennan moved that the Light & Power Board authorizes the Chairperson and Secretary to execute a Construction Agreement with Grand Traverse Construction for Hall Street remodel in the amount of \$412,000, more or less, subject to review as to substance by the Executive Director and as to form by General Counsel. John Taylor seconded the motion.

Yes: Maura Brennan, Elysha Davila, Ross Hammersley, Tim Werner, Paul Heiberger, and John Taylor

Absent: None

Carried 6 to 0.

6. **Reports and Communications**

- a. **From Legal.**

None.

- b. **From Staff.**

1. June 30, 2023, Financial Statements

The following individuals addressed the Board:

Karla Myers-Beman, Chief Financial Officer

c. From Board.

7. **Public Comment**

a. General Public Comment

8. **Adjournment**

There being no objection, Chairperson Hammersley adjourned the meeting at 6:50 p.m.

Brandie Ekren

Brandie Ekren, Secretary
LIGHT & POWER BOARD