

A REGULAR MEETING

Of The

TRAVERSE CITY LIGHT AND POWER BOARD

Will Be Held On

TUESDAY, April 26, 2011

At

5:15 p.m.

In The

COMMISSION CHAMBERS
(2nd floor, Governmental Center)
400 Boardman Avenue

Traverse City Light and Power will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon notice to Traverse City Light and Power. Individuals with disabilities requiring auxiliary aids or services should contact the Light and Power Department by writing or calling the following.

Stephanie Tvardek,
Administrative Assistant
1131 Hastings Street
Traverse City, MI 49686
(231) 932-4543

Traverse City Light and Power
1131 Hastings Street
Traverse City, MI 49686
(231) 922-4940

Posting Date: 4-22-11
4:00 p.m.

AGENDA

Pledge of Allegiance

1. Roll Call

Recognition of John Welch

2. Consent Calendar

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Board action adopting the consent calendar.

- a. Consideration of approving minutes of the Regular Meeting of April 12, 2011.

3. Old Business

None.

4. New Business

- a. Consideration of approving bid for Bay Street underground conduit installation. (Dine)
- b. Consideration of substation property acquisition. (Possible Closed Session) (Rice/Dine)

5. Reports and Communications

- a. From Legal Counsel.
- b. From Staff.
 1. Verbal update re: TCL&P Seedling Give-Away. (Wheaton)
- c. From Board.

6. Public Comment

/st

**TRAVERSE CITY
LIGHT AND POWER BOARD**

Minutes of Regular Meeting
Held at 5:15 p.m., Commission Chambers, Governmental Center
Tuesday, April 12, 2011

Board Members -

Present: Jim Carruthers, Michael Estes, John Snodgrass, Ralph Soffredine, Linda Johnson, Mike Coco

Absent: John Taylor

Ex Officio Member -

Present: R. Ben Bifoss

Others: Ed Rice, W. Peter Doren, Tim Arends, Stephanie Tvardek, Jim Cooper

The meeting was called to order at 5:15 p.m. by Secretary Ed Rice.

Secretary Ed Rice opened the floor to nominations for Chairperson of the Light and Power Board:

Member Johnson nominated Member Coco, Commissioner Soffredine seconded.

Roll call to accept the nomination of Member Coco as Chairperson:

Yes – Carruthers, Estes, Snodgrass, Soffredine, Johnson, Coco

No – None

CARRIED unanimously. (Taylor absent)

Ed Rice turned the meeting over to Chairman Coco.

Chairman Coco opened the floor to nominations for Vice Chairperson of the Light and Power Board:

Commissioner Soffredine nominated Member Johnson, Member Snodgrass seconded.

Roll call to accept the nomination of Member Johnson as Vice Chairperson:

Yes – Carruthers, Estes, Snodgrass, Soffredine, Johnson, Coco

No – None

CARRIED unanimously. (Taylor absent)

Chairman Coco recommended Ed Rice be appointed the Secretary for the Light and Power Board. Commissioner Soffredine moved and Vice Chairperson Johnson seconded the nomination of Ed Rice as Secretary of the Board.

Roll call to accept the nomination of Ed Rice as Secretary:

Yes – Carruthers, Estes, Snodgrass, Soffredine, Johnson, Coco

No – None

CARRIED unanimously. (Taylor absent)

Chairman Coco added a discussion of the Human Resource Ad Hoc Committee New Business item 4(d).

Item 2 on the Agenda being Consent Calendar

Moved by Soffredine, seconded by Snodgrass, that the following actions, as recommended on the Consent Calendar portion of the Agenda, be approved:

- a. Minutes of the Regular Meeting and Wi-Fi Meeting of March 22, Study Session of March 30 and Study Session of April 5, 2011 be approved.

CARRIED unanimously. (Taylor absent)

Item 3 on the Agenda being Old Business

None.

Item 4 on the Agenda being New Business

- 4(a). Consideration of approving a Professional Services Agreement with Energy Resources, LLC.

Moved by Johnson, seconded by Soffredine, that the Light & Power Board authorize the Executive Director to enter into a Professional Services Agreement with Energy Resources, LLC in an amount not to exceed \$50,000 to assist Light & Power in negotiating natural gas contracts in the best interest of Light & Power ratepayers, subject to approval as to form by counsel.

The following individuals addressed the Board:

- Tom Karas, 8801 Section Line Road, Michigan Energy Alternatives Project, Non-Ratepayer

Roll Call:

Yes – Estes, Snodgrass, Soffredine, Johnson, Coco

No – Carruthers

CARRIED. (Taylor absent)

- 4(b). Consideration of adopting the Vision Statement, Mission Statement, and Goals amended at the February 24 and March 30, 2011 Strategic Planning Study Sessions.

Moved by Soffredine, seconded by Snodgrass, that the Light & Power Board adopts the vision statement, mission statement, and strategic goals as amended through the 2011 strategic planning process.

The following individuals addressed the Board:

- Phil Franzo, 525 Riverine Drive, Traverse Bay Economic Development Corporation, Ratepayer
- Brian Beauchamp, 535 Woodland Drive, Michigan Land Use Institute, Ratepayer
- Tom Karas, 8801 Section Line Road, Michigan Energy Alternatives Project, Non-Ratepayer

CARRIED unanimously. (Taylor absent)

- 4(c).** Consideration of approving the 2010-11 Six Year Capital Improvements Plan and Operating Budgets, contingent on City Commission approval.

Moved by Johnson, that the Light & Power Board approves the 2011-12 Operating Budget and Six Year Capital Improvements Plan as presented and directs staff to submit them to the City Commission for their consideration. The motion died for lack of a second.

Moved by Johnson, seconded by Soffredine, that the Light & Power Board approves the 2011-12 Six Year Capital Improvements Plan as presented and directs staff to submit them to the City Commission for their consideration.

Motion withdrawn by Johnson, with approval of Soffredine.

Continued discussion amongst the Board regarding New Business item 4(c).

Moved by Johnson, seconded by Soffredine, that the Light & Power Board approves the 2011-12 Operating Budget and Six Year Capital Improvements Plan as presented and directs staff to submit them to the City Commission for their consideration.

The following individuals addressed the Board:

- Tom Karas, 8801 Section Line Road, Michigan Energy Alternatives Project, Non-Ratepayer
- Letter to the Board from Greg Reisig, Chair NMEAC, was read into the minutes

Roll Call:

Yes – Snodgrass, Soffredine, Johnson, Coco

No – Carruthers, Estes

CARRIED. (Taylor absent)

- 4(d).** Chairman Coco spoke regarding the Human Resources Committee. Chairman Coco appointed, Member Estes, Commissioner Soffredine and Member Taylor to the Human Resources Committee with approval of the Board. The Committee term expires at the next Organizational Meeting.

Item 5 on the Agenda being Reports and Communications

- a. From Legal Counsel.

None.

- b. From Staff.

1. Ed Rice spoke re: the Kalkaska Combustion Turbine.
2. Jim Cooper spoke re: the LED grant.

- c. From Board.

1. Vice Chair Johnson requested information on the upcoming seedling sale. Jim Cooper announced the Light & Power seedling give-away is scheduled for April 30th, 2011 and the Grand Traverse Conservation District seedling sale is scheduled for April 16-17th, 2011.
2. Commissioner Carruthers recognized Tim Arends for his work as part of the Light & Power staff.

Item 6 on the Agenda being Public Comment

The following individuals addressed the Board:

- Letter to the Board from Rick Shimel, 608 S. Union Street, was read into the minutes


There being no objection, Chairman Coco declared the meeting adjourned at 7:36 p.m.

/st

Edward E. Rice, Secretary
LIGHT AND POWER BOARD



**TRAVERSE CITY
LIGHT & POWER**

To: Light & Power Board
From: Glen Dine 
Date: April 20, 2011
Subject: Bay Street Underground – Conduit Installation Bid and Award

Staff has obtained sealed bids for the Bay Street underground conduit installation and site restoration project in the area east of Division Street and the Division Street crossing.

Base Bids were as follows:

Molon Excavating, Inc.	\$ 539,590.67
J. Ranck Electric, Inc.	\$ 788,702.10
Elmer's Crane and Dozer Inc.	\$ 837,982.90
Corby Energy Services	\$ 865,979.90
Advantage Electric	No Bid
Alpine Electric	No Bid
Rieth-Riley	No Bid

Staff recommends entering into a construction agreement with low bidder Molon Excavating, Inc. in the amount of \$ 539,590.67 for the Bay Street underground conduit installation and site restoration project.

If the Board concurs, the following motion is recommended:

MOVED BY _____, SECONDED BY _____, THAT THE LIGHT AND POWER BOARD AUTHORIZE THE CHAIRMAN AND SECRETARY TO EXECUTE A CONTRACT WITH MOLON EXCAVATING INC., FOR THE BAY STREET 69KV UNDERGROUND CONDUIT INSTALLATION AND SITE RESTORATION PROJECT IN THE AMOUNT OF \$ 539,590.67; SUBJECT TO APPROVAL AS TO SUBSTANCE BY THE EXECUTIVE DIRECTOR AND APPROVAL AS TO FORM BY COUNSEL; AND FURTHER AUTHORIZE THE EXECUTIVE DIRECTOR TO ADMINISTER AMENDMENTS AND CHANGE ORDERS THAT ARE IN THE BEST INTERESTS OF THE LIGHT AND POWER DEPARTMENT.



TRAVERSE CITY
LIGHT & POWER

Investing Our Energy In You

April 19, 2011

RE: Bay Street Undergrounding Project

Dear Property Owner/Resident:

Traverse City Light & Power (L&P) along with its contractor is scheduled to begin work on the Bay Street Undergrounding Project in early May. The project will consist of converting the overhead electric facilities to underground on Bay Street, east of Division Street, to the Lighthouse Pole. There will also be additional work on Bay Street, west of Division Street, up to the Wayne Street intersection. The project will consist of two phases commencing with the installation of underground conduits, manholes and related facilities in May and June of this year. In the fall of 2011 the electric cables will be installed in the conduits followed by the removal of poles and overhead wires.

During the week of May 16-20 L&P will be laying conduit below the intersection of Division Street and the Grandview Parkway. In order to expedite the work on the intersection and keep disruptions to a minimum, work will occur between the hours of 6:00 p.m. and 6:00 a.m. Traffic delays and detours are to be expected on Bay Street, Division Street and the Grandview Parkway during this week. The Michigan Department of Environmental Quality (MDEQ) will be doing independent work on Division Street between Front Street and the Grandview Parkway during the same period of time.

Access down Bay Street will be limited or closed to through traffic during the course of the project. Appropriate signing and barricades will be in place to notify motorists and pedestrians of work being done.

On April 27 from 4:00 p.m. to 7:00 p.m. L&P will take part in an Information-Sharing Session with Michigan Department of Transportation and MDEQ at the Traverse City Area Chamber of Commerce. The purpose of the meeting will be to view plans and details for upcoming work planned on Division Street (see attached flyer). L&P will also be in attendance to review plans for the Bay Street Undergrounding Project. The public is invited to attend.

L&P is committed to keeping the inconvenience to you to a minimum and greatly appreciates your cooperation. Thank you in advance, and please feel free to contact me if you have any questions about the project.

Sincerely,

Glen Dine
Chief Engineer
Ph: (231) 932-4551

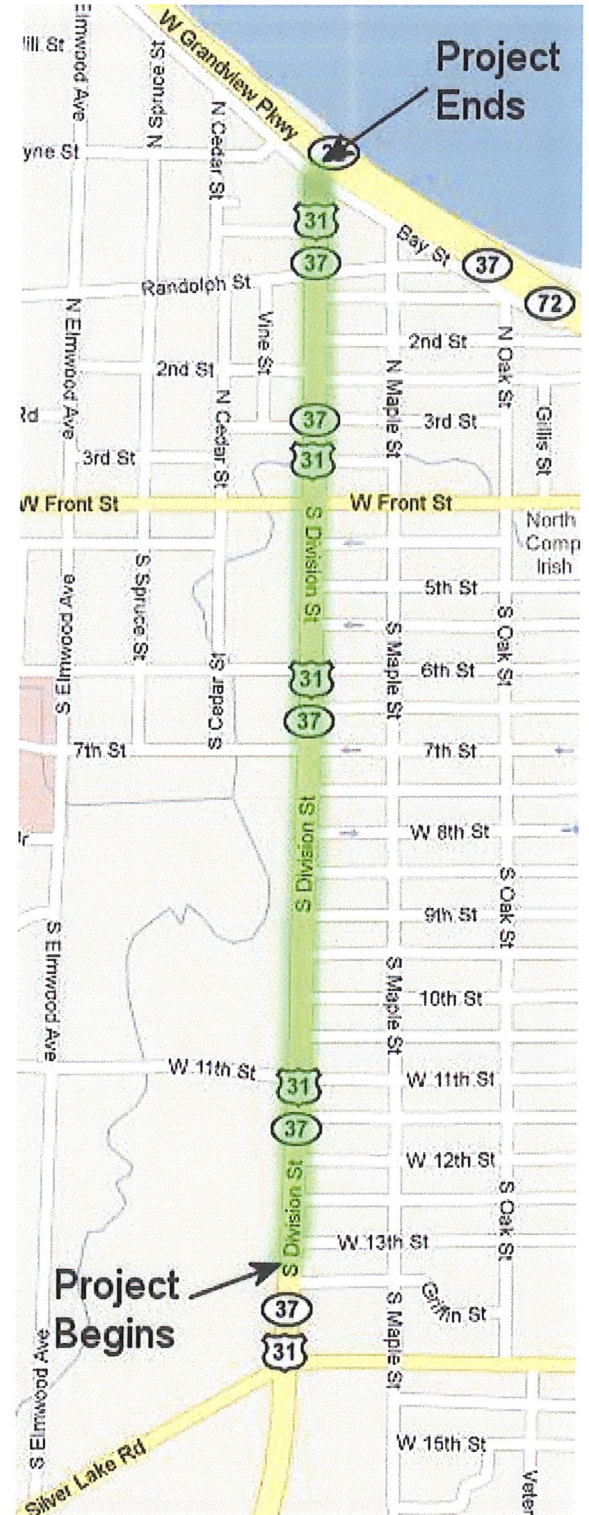


US-31/M-37 (Division Street) Information-sharing Session Traverse City

When: Wednesday, April 27, 2011
4 - 7 p.m.

Where: Traverse City Area Chamber of Commerce
Main Floor
202 East Grandview Parkway
Traverse City

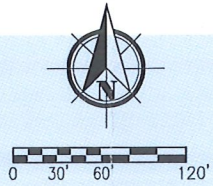
- View plans for upcoming work planned on US-31/M-37 (Division Street) by the Michigan Department of Transportation (MDOT), Michigan Department of Environmental Quality (MDEQ) and Traverse City Light & Power (TCL&P). Agency representatives and MDOT's contractor (Elmer's Crane and Dozer) will be available to discuss this planned construction one-on-one with the public.
- Beginning mid-May, in advance of MDOT's project, independent work will begin on Division Street from Front Street to the Grandview Parkway in Traverse City. The work includes environmental cleanup near the intersection of Front Street (overseen by MDEQ) and underground utility work near the Bay Street intersection (overseen by TCL&P.) These projects are expected to be complete by the end of May.
- MDOT work begins in June with road construction on Division Street from north 14th Street to the Grandview Parkway. This project includes joint repairs, milling and resurfacing, concrete sidewalk/pedestrian ramp upgrades and crosswalk markings.
- MDOT work between Front Street and Grandview Parkway is scheduled for completion by the end of June. During June, surfacing will be performed at night, with Saturday work expected.
- No work will occur during July and August. MDOT work resumes after Labor Day, from south of Front Street to north of 14th Street, and is scheduled to be completed by early October.
- Two-way traffic will be maintained at all times with access to adjacent properties accommodated.
- For more information on these projects:
 - MDOT: Traverse City Transportation Service Center - 231-941-1986 or 888-457-MDOT
 - MDEQ: Ann Emington - 231-876-4453
 - TCL&P: Glen Dine - 231-932-4551



Special Accommodations: Please contact Gary Niemi at 888-457-6368 at least two days in advance.







GRAND TRAVERSE COUNTY
CITY OF TRAVERSE CITY
SECTION 4
T 27 N R 11 W



LEGEND

- 69kV TRANSMISSION UNDERGROUND CONDUIT SYSTEM
- 15kV DISTRIBUTION UNDERGROUND CONDUIT SYSTEM
- TRANSMISSION/DISTRIBUTION MANHOLE
- PADMOUNT DISTRIBUTION SYSTEM EQUIPMENT



ENG.	MPM		
DR	KMW		
CK	MPM		
APP	MPM		
		03-30-2011	PROJECT REVIEW & APPROVALS
		DATE	ISSUED FOR

GRP
Engineering, Inc.
PETOSKEY, MICHIGAN, 231-439-9683
GRAND RAPIDS, MICHIGAN, 616-942-7183

TRAVERSE CITY LIGHT & POWER
BAY STREET 69kV UNDERGROUND
TRAVERSE CITY, MICHIGAN
PROPOSED UNDERGROUND ELECTRIC LAYOUT (2ND ST TO WAYNE ST)

PROJECT NUMBER
11-0412.01

DRAWING NUMBER
P_UG.1



**TRAVERSE CITY
LIGHT & POWER**

To: Light & Power Board
From: Edward E. Rice, Executive Director
Date: April 21, 2011
Subject: Closed Session – Real Property Purchase

EE R

Pursuant to the Open Meetings Act, I request a closed hearing of the Light & Power Board to consider the purchase of real property for a substation site.

A Roll Call vote is required with four affirmative votes.

The following recommended motion would be appropriate to do so:

**MOVED BY _____, SECONDED BY _____,
THAT THE TRAVERSE CITY LIGHT & POWER BOARD GO INTO CLOSED
SESSION IMMEDIATELY AFTER PUBLIC COMMENT TO CONSIDER THE
PURCHASE OF REAL PROPERTY.**