

**TRAVERSE CITY  
LIGHT AND POWER BOARD**

Minutes of Regular Meeting  
Held at 5:15 p.m., Commission Chambers, Governmental Center  
Tuesday, February 13, 2018

**Board Members -**

Present: Ross Hammersley, Pat McGuire, Jeff Palisin, Amy Shamroe, John Taylor,  
Tim Werner

Absent: Jan Geht

**Ex Officio Member -**

Present: Marty Colburn, City Manager

**Others:** Tim Arends, W. Peter Doren, Karla Myers-Beman, Scott Menhart, Daren  
Dixon, Kelli Schroeder, Tony Chartrand, Jacob Hardy, Jennifer St.  
Amour.

The meeting was called to order at 5:15 p.m. by Vice -Chairman Palisin.

**Item 2 on the Agenda being Disclosure of Recusal**

**Item 3 on the Agenda being Consent Calendar**

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

- a. Approval of the Agenda.
- b. Approve Minutes of the Regular Meeting and the Study Session of January 23, 2018.
- c. Consideration of MECA Safety Training contract renewal.
- d. Authorizing a Construction Agreement with Newkirk Electric Associates, Inc. for the  
Barlow Substation Transformer Replacement Project.
- e. Approving an agreement with Energis Power Systems for substation transformer  
maintenance.

CARRIED unanimously. (Geht absent)

**Items Removed from the Consent Calendar**

None.

**Item 4 on the Agenda being Unfinished Business**

- a. Consideration of the Heritage Option regarding additional solar.

The following individuals addressed the Board:

Tim Arends, Executive Director

NO ACTION TAKEN.

**Item 5 on the Agenda being New Business**

- a. Consideration of the Fiber to the Premise Project Authorization Request and authorizing staff to seek competitive bids.

The following individuals addressed the Board:

Tim Arends, Executive Director  
Scott Menhart, Manager of Telecom and Technology

Moved by Shamroe, seconded by Hammersley, that the Board approves the Project Authorization Request for Fiber to the Premise Project; and further authorizes staff to solicit proposals by method of an RFP for the Boards future consideration of approval.

The following individuals from the Public addressed the Board:

Russell Schindler, 1123 W. Front Street, ratepayer  
Dan Mastromonaco, 9640 SW Bayshore Drive, non-ratepayer  
Erin Schurg, 518 Wester Street, ratepayer  
Russ Ryba, 534 Rose Street, ratepayer  
Jean Derenzy, Interim County Administrator, non-ratepayer  
Kent Wood, Chamber of Commerce, 202 E. Grandview Parkway, ratepayer  
Barb Willing, Grant Street  
Eric Bravick, 1523 Bee Court, non-ratepayer  
Jim Selby, President, Aspen Wireless Technologies

Roll Call:

Yes – Hammersley, Shamroe, Taylor, Werner, Palisin

No - McGuire

CARRIED. (Geht absent)

- b. Consideration of Fiber to the Premise Business Plan.

The following individuals addressed the Board:

Tim Arends, Executive Director  
Scott Menhart, Manager of Telecom and Technology

NO ACTION TAKEN.

- c. Consideration of the Substation Circuit Exits Project Authorization Request and authorizing staff to seek competitive bids.

The following individuals addressed the Board:

Daren Dixon, Operations Manager  
Tim Arends, Executive Director

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Moved by Werner, seconded by Hammersley, that the Board approve as presented the Substation Circuit Exits Replacement Project and directs staff to solicit construction bids and material quotes for the Board's consideration of approval after design completion.

CARRIED unanimously. (Geht absent)

- d. Consideration of authorizing a consultant agreement with GRP Engineering, Inc. for engineering and construction management services for the Substation Circuit Exits Project.

The following individuals addressed the Board:

Daren Dixon, Operations Manager

Moved by McGuire, seconded by Hammersley, that the Board authorizes the Chairman and Secretary to enter into an agreement with GRP Engineering, Inc. for professional engineering services at a lump sum fee of \$31,000, and for contract/project administration at an hourly fee with a not to exceed total of \$21,000 relating to the Substation Circuit Exit Replacement Project. Agreement subject to approval as to substance by the Executive Director and as to form by General Counsel.

CARRIED unanimously. (Geht absent)

- e. Consideration of the Parsons Switching Station Project Authorization Request and authorizing staff to seek competitive bids.

The following individuals addressed the Board:

Daren Dixon, Operations Manager  
Tony Chartrand, System Engineer

Moved by Shamroe, seconded by Hammersley, that the Board approve as presented the Parsons Switching Station Project and directs staff to solicit construction bids and material quotes for the Board's consideration of approval after design completion.

CARRIED unanimously. (Geht absent)

- f. Consideration of authorizing a Consultant Agreement with GRP Engineering, Inc. for engineering, construction management, and testing services for the Parsons Switching Station Project.

The following individuals addressed the Board:

Daren Dixon, Operations Manager  
Tim Arends, Executive Director

Moved by Hammersley, seconded by Shamroe, that the Board authorizes the Chairman and Secretary to enter into an agreement with GRP Engineering, Inc. for professional engineering services and project management at a lump sum fee of \$104,000, and for contract administration, start-up and testing at an hourly fee with a not to exceed total of \$84,000 relating to the Parsons Switching Station Project. Agreement subject to approval as to substance by the Executive Director and as to form by General Counsel.

CARRIED unanimously. (Geht absent)

**Item 6 on the Agenda being Reports and Communications**

a. From Legal Counsel.

W. Peter Doren reported effective January 1, 2018, Sondee, Racine & Doren PLC increased their municipal hourly rate from \$150.00 per hour to \$170.00 per hour.

W. Peter Doren announced that he and John Racine have become “of Counsel.” Peter and John will continue to practice law full-time, however, the partners of Sondee, Racine & Doren PLC are Jeff Jocks, Karrie Zeits, and Mike Borden. John MacNeal has retired.

b. From Staff.

1. Presentation of 2018-19 Fiber Fund Budget.

The following individuals addressed the Board:

Karla Myers-Beman, Controller

2. Annual Report.

The following individuals addressed the Board:

Karla Myers-Beman, Controller

3. Quarterly Financial Statements.

The following individuals addressed the Board:

Karla Myers-Beman, Controller

c. From Board

1. Consideration of calling a Special Meeting on February 27, 2018 to consider the Spartan Renewable Energy offer.

Tim Arends, Executive Director, indicated that date would not work and the next TCL&P Board Meeting would be held on March 13, 2018.

**Item 7 on the Agenda being Public Comment**

a. General

The following individuals from the Public addressed the Board:

Dave Petrov, 9988 Riley Rd., non-ratepayer

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There being no objection, Vice-Chairman Palisin declared the meeting adjourned at 7:15 p.m.

  
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Tim Arends, Secretary  
LIGHT AND POWER BOARD