

**TRAVERSE CITY  
LIGHT AND POWER BOARD**

Minutes of Regular Meeting  
Held at 5:15 p.m., Commission Chambers, Governmental Center  
Tuesday, September 25, 2018

**Board Members -**

Present: Pat McGuire, Elysha Davila, Ross Hammersley, Amy Shamroe, Tim Werner, Paul Heiberger

Absent: John Taylor

**Ex Officio Member -**

Present: Marty Colburn, City Manager

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

The meeting was called to order at 5:15 p.m. by Chairman McGuire.

Chairman McGuire welcomed the new TCL&P Board Member, Paul Heiberger.

Peter Doren, General Counsel requested the Approval of Agenda be removed from the Consent Calendar.

**Item 2 on the Agenda being Disclosure of Recusal – None**

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

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

- a. *Removed.*
- b. Approve Minutes of the Regular Meeting of August 14, 2018.
- c. Approve a Confirming Contract with Cintas Corporation for rental services for a term of sixty months.
- d. Approve a purchase order to Keystone in the amount of \$104,637.02 for relay panels to be used for the Parsons Switching Station Project.

CARRIED unanimously.

**Items Removed from the Consent Calendar**

- a. Approval of Agenda.

Chairman McGuire requested that item 5 (b) be moved to the October 9, 2018 Board meeting and City Manager, Marty Colburn address the item as a report.

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

- a. Consideration of scheduling a Public Hearing October 9, 2018 regarding rate adjustments to be effective November 1, 2018.

The following individuals addressed the Board:

Karla Myers-Beman, Controller  
Tim Arends, Executive Director

Moved by Shamroe, seconded by Werner, that the Board authorizes the Secretary to set a Public Hearing for the proposed November 1<sup>st</sup> rate increases/decreases to be held at the October 9, 2018 Regular Meeting; and further that a notice of the Public Hearing be posted on the utilities website and placed in the Traverse City Record Eagle.

CARRIED unanimously.

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

- a. Consideration of authorizing the Executive Director to execute a Letter of Authorization with MPPA for renewable energy.

The following individuals addressed the Board:

Tim Arends, Executive Director

Moved by Hammersley, seconded by Davila, the Board authorizes the designated member representative of the MPPA & TCL&P Services Agreement, the Executive Director, to sign MPPA's Energy Services Project Transaction Authorization for the Solar Energy Purchase Power Commitment once terms are finalized and within the disclosed terms presented to the Board.

CARRIED unanimously.

- b. Consideration of a request from the City of Traverse City regarding the lighting component of the Hickory Hills Recreational Area Improvement Project.

The following individuals addressed the Board:

Marty Colburn, City Manager

*NO ACTION TAKEN.*

- c. Consideration of approving a Construction Contract for the Parsons Switching Station Project.

The following individuals addressed the Board:

Tony Chartrand, System Engineer

Moved by Shamroe, seconded by Hammersley, that the Board authorizes the Chairman and Secretary to execute a Construction Agreement in the amount of \$1,180,684.00 with Newkirk Electric, Inc. for the Parsons Switching Station Project; subject to approval as to substance by the Executive Director and to form by General Counsel; and further authorizes the Executive Director to approve change orders in the best interest of the utility.

CARRIED unanimously.

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

- a. From Legal Counsel.
- b. From Staff.

- 1. Discussion of On-Bill Financing

The following individuals addressed the Board.

Jacob Hardy, Key Accounts/Energy Technician  
Tim Arends, Executive Director

- 2. Electronic Board packets presentation.

The following individuals addressed the Board:

Jennifer St. Amour, Administrative Assistant  
Scott Menhart, Mgr. Telecom & Technology

- c. From Board


Amy Shamroe stated they welcomed Commissioner Roger Putnam to the City Commission.

Amy Shamroe attended the MMEA Conference and will put together an update for the Board.

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

- a. General

There being no objection, Chairman McGuire declared the meeting adjourned at 6:46 p.m.



Tim Arends, Secretary  
LIGHT AND POWER BOARD