

**TRAVERSE CITY  
LIGHT AND POWER BOARD**

Minutes of the Regular Board - Virtual Meeting  
Held at 5:15 p.m.  
Tuesday, January 12, 2021

**Board Members Present:** Patrick McGuire, Elysha Davila, Ross Hammersley, Amy Shamroe, Tim Werner, Paul Heiberger, John Taylor

All Board members were physically located in Traverse City, Grand Traverse County, and the State of Michigan for the remote meeting.

**Board Members Absent:**

**Ex Officio Member:** Marty Colburn, City Manager

**Others:** Tim Arends, Daren Dixon, Karla Myers Beman, Scott Menhart, Kelli Schroeder, Tony Chartrand, Jacob Hardy

**1. Roll Call**

**2. Disclosure of Recusal**

None.

**3. General Public Comment**

The following individuals addressed the Board:

Merek Roman, 517 Third St., ratepayer

No name given, 325 W. Seventeenth St., ratepayer

**4. Consent Calendar**

- a. Approval of Agenda
- b. Approved minutes of the regular meeting of December 8, 2020 and Customer Survey Ad Hoc meeting minutes of December 4, 2020.
- c. Approved Board Rules introduced at the December 8, 2020 board meeting.  
  
That the Board authorizes the addition of Board Rule Number 14 to the Board Rules.
- d. *Removed.*
- e. Approved a purchase order for transformers.

That the Board authorizes a purchase order to be issued to RESCO in the amount of

\$132,209 for purchase of various transformers.

- f. Approved a Priority Home Repair Project funding request from Habitat for Humanity under the Community Investment Fund Policy.

That the Board approve funding up to \$10,000 for fiscal year 2020-2021 from the approved Community Investment Fund budget line item for completed priority home repair projects for TCLP customers submitted by Habitat for Humanity-Grand Traverse Region.

- g. Approved a construction agreement to service Munson Medical Center.

That the Board waive the sealed bidding requirement within the purchasing policy and authorizes staff to issue a construction agreement for fiber construction to connect an additional dark fiber site for Munson Medical Center.

Amy Shamroe moved that the following actions, as recommended on the Consent Calendar portion of the Agenda, be approved, as amended. Paul Heiberger seconded the motion.

**Yes:** Patrick McGuire, Elysha Davila, Ross Hammersley, Amy Shamroe, Tim Werner, Paul Heiberger, and John Taylor

**Absent:** None

Carried 7 to 0.

**5. Items Removed from Consent Calendar.**

- a. Consideration of approving a purchase order for electric meters.

The following individuals addressed the Board:

Karla Myers-Beman, Controller

Scott Menhart, Chief Information & Technology Officer

Patrick McGuire moved that the Board authorizes the purchase order in the total amount of \$240,236.52, more or less, to procure electric meters. Furthermore, the Board authorizes the Executive Director to add meters as necessary to fulfill ongoing TCL&P business operations. Amy Shamroe seconded the motion.

**Yes:** Patrick McGuire, Elysha Davila, Ross Hammersley, Amy Shamroe, Tim Werner, Paul Heiberger, and John Taylor

**Absent:** None

Carried 7 to 0.

**6. Unfinished Business**

None.

**7. New Business**

- a. 2019-20 Financial Audit Presentation.

The following individuals addressed the Board:

Tim Arends, Executive Director  
Karla Myers-Beman, Controller  
Peter Haefner, Vredeveld-Haefner, LLC

Ross Hammersley moved that the Board authorizes the financial statements for the fiscal year end June 30, 2020 be accepted. Amy Shamroe seconded the motion.

**Yes:** Ross Hammersley, Amy Shamroe, Patrick McGuire, Elysha Davila,  
Tim Werner, Paul Heiberger, and John Taylor

**Absent:** None

Carried 7 to 0.

## **8. Reports and Communications**

### **a. From Legal.**

### **b. From Staff.**

- 1. Presentation of the OPEB Report

The following individuals addressed the Board:

Karla Myers-Beman, Controller  
Todd Schroeder, Lauterbach Amen, LLP

- 2. Strategic Plan Presentation

The following individuals addressed the Board:

Tim Arends, Executive Director  
Karla Myers-Beman, Controller  
Kelli Schroeder, Manager of Human Resources & Communications

- 3. Customer Survey - Question Review

The following individuals addressed the Board:

Tim Arends, Executive Director  
Kelli Schroeder, Mgr. of Human Resources & Communications  
Elysha Davila, Vice-Chairperson

- 4. MyMeter Update

The following individuals addressed the Board:

Scott Menhart, Chief Information & Technology Officer

5. Franchise Agreements

The following individuals addressed the Board:

Daren Dixon, Operations Manager

6. Report on Electric Vehicle Charging Stations

The following individuals addressed the Board:

Daren Dixon, Operations Manager

Jacob Hardy, Key Accounts Mgr. & Energy Technician

Tony Chartrand, System Engineer

7. Barlow Switch Station Project Close-Out Report

The following individuals addressed the Board:

Tim Arends, Executive Director

Karla Myers-Beman, Controller

8. FTTP Update

The following individuals addressed the Board:

Scott Menhart, Chief Information & Technology Officer

**c. From Board.**

1. Chairman's Report.

None.

**9. Public Comment**

- a. General Public Comment

None.

**10. Adjournment**

There being no objection, Chairperson Taylor moved to adjourn the meeting at 7:40 p.m.

**Yes:** Ross Hammersley, Elysha Davila, Amy Shamroe, Tim Werner,  
Paul Heiberger, Pat McGuire and John Taylor

**Absent:**

Carried 7 to 0.

*Tim Arends*

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Tim Arends, Secretary  
LIGHT AND POWER BOARD