

**TRAVERSE CITY
LIGHT AND POWER BOARD**

Minutes of the Regular Board Meeting
Held at 5:15 p.m., Commission Chambers, Governmental Center
Tuesday, June 28, 2022

Board Members Present: Paul Heiberger – Chairperson, Elysha Davila – Vice-Chairperson, Ross Hammersley – Board Member, Amy Shamroe – Board Member & City Commissioner, Tim Werner – Board Member & City Commissioner

Board Members Absent: John Taylor - Board Member, Maura Brennan – Board Member

Ex Officio Member Present: Marty Colburn, City Manager

Staff Present: Brandie Ekren – Executive Director, Jenn St. Amour – Administrative Assistant, Scott Menhart – Chief Information Technology Officer, Daren Dixon – Operations Manager, Tony Chartrand – Supervisory Engineer, Jacob Hardy – Sustainability & Key Accounts, Kelli Schroeder – Mgr. of Human Resources & Communications, Mark Watson – Fiber Superintendent

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 May 10, 2022, and minutes of the Community Investment Fund Ad Hoc Committee meeting of June 1, 2022. (Approval recommended)

that the minutes of the Regular meeting of May 12, 2022, and the minutes of the Community Investment Fund Ad Hoc Committee meeting of June 1, 2022, be approved.

- c. Consideration of approving an insurance renewal. (Approval recommended) (Myers-Beman)

that the Board approves payment to the Michigan Municipal League Liability and Property Pool in the amount of \$103,320 for fiscal year 2022-23 liability and property insurance.

- d. Consideration of adopting a resolution in support of the 80/20 health premium cost share model to comply with the requirements of Public Act 152 of 2011. (Approval recommended) (Schroeder)

that the Board approves the resolution to adopt the 80/20 cost sharing model to comply with the requirements of Public Act 152 of 2011.

- e. Consideration of approving Electric and Fiber Fund Budgets and Six-Year Capital Improvements Plan - 2022. (Approval recommended) (Myers-Beman)

that the Board formally adopts the 2022-23 Operating Budgets for the Electric Utility and Fiber Optic funds, and the Six-Year Capital Improvements Plan.

- f. Consideration of approving an amended project authorization for Cass #1 & Parsons #1 Transformer Replacement Project. (Approval recommended) (Chartrand)

that the Board approve as amended the Cass #1 and Parsons #1 Transformer Replacement Project and directs staff to solicit construction and material quotes for the Board's consideration of approval at future meetings.

- g. Consideration of approving a contract for transformer for Cass #1 and Parsons #1 Substation Transformer Project. (Approval recommended) (Chartrand)

that the Board authorizes the Chairman and Secretary to execute a material contract with Delta Star, Inc. for the Cass #1 transformer in the amount of \$1,409,857.00, more or less, subject to review as to substance by the Executive Director and as to form by General Counsel.

- h. Consideration of approving a contract for Construction Manager for Building D Renovation Project. (Approval recommended) (Myers-Beman/Hardy)

that the Board authorizes the Chairman and Secretary to execute a construction agreement with Spence Brothers for the Building D Renovation Project with the terms of 5% for the contractor fee, \$96,055 for the general conditions and \$9,280 for pre-construction services, more or less, subject to review as to substance by the Executive Director and as to form by General Counsel.

- i. Consideration of authorizing a Letter of Agreement with the Utility Workers Union of America, AFL-CIO Local No. 295. (Approval recommended) (Schroeder)

that the Board authorizes the Executive Director to sign the letter of agreement between TCL&P and the Utility Workers Union of America Local No. 295 to provide clarification that the voluntary travel to and from trainings that otherwise warrant overnight accommodations will not be compensated.

- j. Consideration of approving a Community Investment Fund grant request from Preserve Hickory. (Approval recommended) (CIF Ad Hoc, Ekren, Schroeder)

that the Board approve funding in the amount of \$28,465 for fiscal year 2021-2022 from the approved Community Investment Fund budget line item towards Hickory Hills Phase 2 implementation submitted by Preserve Hickory.

- k. Consideration of renewing a purchase order with Alianza for VOIP services. (Approval recommended) (Menhart)

that the Board confirms the annual purchase order to be issued to Alianza in the amount of \$36,000, more or less, for 3 consecutive years.

Ross Hammersley moved that as recommended, the Consent Calendar portion of the agenda be approved. Amy Shamroe seconded the motion.

Yes: Elysha Davila, Ross Hammersley, Amy Shamroe, Tim Werner, and Paul Heiberger

Absent: Maura Brennan and John Taylor

Carried 5 to 0.

4. Unfinished Business

- a. Consideration of approving Phase 2 Organizational Structure.

The following individuals addressed the Board:

Brandie Ekren, Executive Director

Tim Werner moved that the Board approves the changes to the Organizational Chart, the ACT Group Salary ranges and the job descriptions for the Chief Financial Officer, Customer & Employee Relations Manager, Accountant, IT Application Specialist, Communications Specialist, Sustainability & Key Accounts Manager and Executive Director positions. Ross Hammersley seconded the motion.

Yes: Elysha Davila, Ross Hammersley, Amy Shamroe, Tim Werner, and Paul Heiberger

Absent: Maura Brennan and John Taylor

Carried 5 to 0.

- b. Public hearing for Electric Fund rate increases effective August 1, 2022.

Chairperson Heiberger opened the Public Hearing at 5:51 p.m.

The following individuals from the Public addressed the Board:

None.

Chairperson Heiberger closed the Public Hearing at 5:53 p.m.

Amy Shamroe moved that the Board authorizes the rate adjustments shown in the presented tariff rates effective August 1, 2022. Elysha Davila seconded the motion.

Yes: Elysha Davila, Ross Hammersley, Amy Shamroe, Tim Werner, and Paul Heiberger

Absent: Maura Brennan and John Taylor

Carried 5 to 0.

5. New Business

- a. Consideration of scheduling a public hearing at the August 2022 Regular board meeting for a revised VGP tariff rate to be effective immediately.

The following individuals addressed the Board:

Brandie Ekren, Executive Director

Amy Shamroe moved that the Board tentatively approves the amended renewable energy electric rider tariff rate and set a public hearing for proposed adoption of the rate on August 9, 2022, in accordance with Public Act 342 of 2016; and further that a notice of the public hearing by posted on the utility's website and placed in the Traverse City Record Eagle. Ross Hammersley seconded the motion.

Yes: Elysha Davila, Ross Hammersley, Amy Shamroe, Tim Werner, and Paul Heiberger

Absent: Maura Brennan and John Taylor

Carried 5 to 0.

6. Reports and Communications

a. From Legal.

b. From Staff.

1. Smart Grid Strategic Plan Update

The following individuals addressed the Board:

Scott Menhart, Chief Information & Technology Officer

2. Hall Street Substation Lease

The following individuals addressed the Board:

Brandie Ekren, Executive Director

c. From Board.

7. Public Comment

- a. Reserved Public Comment

The following individuals addressed the Board:

Jennifer Anderson, Gold & Jaye Jewelry

b. General Public Comment

The following individuals addressed the Board:

Jackie Anderson, 1725 Comanche Street, ratepayer

8. Adjournment

There being no objection, Chairperson Heiberger adjourned the meeting at 7.01 p.m.

Brandie Ekren

Brandie Ekren, Secretary
LIGHT & POWER BOARD