

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
JULY 17, 2025

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, July 17, 2025, at 6:00 PM at Central Park Place, 401 Columbus Avenue in Grand Haven, Michigan and electronically via live Zoom Webinar.

The meeting was called to order at 6:00 PM by Chairperson Westbrook.

**Present:** Directors Crum, Knoth, Polyak, Welling, and Westbrook.

**Absent:** None.

**Others Present:** General Manager Rob Shelley, Secretary to the Board Danielle Martin, Finance Manager Lynn Diffell, Operations and Power Supply Manager Erik Booth, Distribution and Engineering Manager Austin Gagnon, and Information Technology Specialist Dan Deller.

**25-11A** Director Welling, supported by Director Polyak, moved to approve the meeting agenda.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**Pledge of Allegiance**

**Public Comment Period:**

Jim Hagen, 400 Lake Avenue, commented on an email he sent to the Board and City Council regarding energy efficiency and carbon reduction actions. Hagen would like the BLP to conduct a study on offering a special rate for heat pumps in the winter.

**25-11B** Director Welling, supported by Director Polyak, moved to approve the consent agenda. The consent agenda includes:

- Approve the minutes of the June 19<sup>th</sup> special meeting, June 19<sup>th</sup> closed session, June 19<sup>th</sup> regular meeting, June 25<sup>th</sup> special meeting, and June 25<sup>th</sup> closed session.
- Receive and File the June Financial Statements, Power Supply and Retail Sales Dashboards
- Receive and File the June Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 06/30/2025
- Approve payment of bills in the amount of \$2,728,412.59 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of \$782,454.18 from the Renewal & Replacement Fund

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- Approve confirming Purchase Order #23452 to Traverse City Light and Power in the amount of \$6,885 for mutual aid work
- Approve confirming Purchase Order #23464 to Waste Management in the amount of \$71,835 for coal yard cleanup landfill fees

The financial statements unaudited reports for the fiscal year 2025 end. Overall, sales were 0.75% under budget, expenses were 5% under budget, and there was a \$6.6 million increase in net assets.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**25-11C** Director Welling, supported by Director Crum, moved to approve the Purchase Orders. The Purchase Orders include:

- Purchase Order #23429 to Zervas Facility Maintenance in the amount of \$24,000 for fiscal year 2026 cleaning services at Eaton Drive
- Purchase Order #23454 to Interphase Office Interiors in the amount of \$6,637 for office furniture for the human resources office
- Purchase Order #23457 to C&S Solutions in the amount of \$15,890 for a new underground locator
- Purchase Order #23468 to CRC in the amount of \$16,500 for fiscal year 2026 call center services
- Purchase Order #23470 to CDW in the amount of \$8,366 for building wifi replacement
- Purchase Order #23479 to Verdantas in the amount of \$47,000 for engineering services for the Grand Avenue rebuild project
- Purchase Order #23480 to Verdantas in the amount of \$88,000 for engineering services for the circuits 21 and 22 rebuild project

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**25-11D** Director Crum, supported by Director Welling, moved to approve the four policies as presented.

Four accounting policies were presented for the Board's consideration including a Cash Reserve Policy, Investment Policy, Purchasing Policy and Purchasing Authority Policy. Following Board approval, the Purchasing Authority policy will need to be approved by the City Council.

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**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**25-11E** Director Welling, supported by Director Polyak, moved to approve the fiscal year 2026 rates as presented.

The proposed rates follow the recommendations of the Cost-of-Service Study presented in May. The adjustments will bring customer charges in closer alignment with the true cost to serve each class and are revenue neutral. Adjustments include increasing the monthly service charge, decreasing the energy charge, and resetting the base power cost. Changes will take effect for the October 2025 billing period. The proposed rates also include new monthly charges to comply with the requirements of the State's Low Income Energy Assistance Program and Energy Waste Reduction Program.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried

**25-11F** The Chairman advised the Board will likely meet at Central Park Place again in August due to construction on its office at Eaton Drive. He also advised the Board completed its self-evaluation process during a special meeting held earlier this evening.

**No formal action taken.**

**Other Business**

- The General Manager advised the Board that key account meetings have been completed. Staff contacted 25 customers and community groups and about half accepted the invitation to meet. Feedback was positive overall and there was interest in discussing generation and community solar projects.

**No formal action taken.**

**Public Comment Period:**

Jim Hagen, 400 Lake Avenue, spoke on IRA incentives that are phasing out and encouraged the Board and City to take advantage of opportunities that exist.

**Adjournment**

At 6:30PM by motion of Director Welling, supported by Director Polyak, the July 17, 2025 Board meeting was unanimously adjourned.

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Respectfully submitted,

A handwritten signature in cursive script that reads "Danielle Martin".

Danielle Martin  
Secretary to the Board

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