

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JUNE 19, 2025

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, June 19, 2025, at 6:00 PM at the Board's office located at 1700 Eaton Drive 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, and Distribution and Engineering Manager Austin Gagnon.

25-08A 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: None.

25-08B Director Welling, supported by Director Polyak, moved to approve the consent agenda.
The consent agenda includes:

- Approve the minutes of the May 15th Special Meeting, May 15th Closed Session, and May 15th Regular Meeting.
- Receive and File the May Financial Statements, Power Supply and Retail Sales Dashboards
- Receive and File the May Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 05/30/2025
- Approve payment of bills in the amount of \$2,732,788.41 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of \$520,133.36 from the Renewal & Replacement Fund
- Approve confirming Purchase Order #23415 to Get-R-Cut in the amount of \$22,063 for tree work from storm damage

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JUNE 19, 2025

- Approve confirming Purchase Order #23417 to CSX in the amount of \$5,018 for annual crossing fees
- Approve confirming Purchase Order #23431 to Flory Line Construction in the amount of \$62,633 for line work from storm damage
- Approve confirming Purchase Order #23445 to Charter Communications in the amount of \$15,000 for fiscal year 2026 internet service
- Approve confirming Purchase Order #23448 to Landis & Gyr in the amount of \$40,000 for the fiscal year 2026 grid analytics software subscription
- Approve confirming Purchase Order #23449 to Landis & Gyr in the amount of \$30,000 for the fiscal year 2026 AMI software subscription

Roll Call Vote:

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

25-08C Director Welling, supported by Director Crum, moved to approve the Purchase Orders.
The Purchase Orders include:

- Purchase Order #23422 to Koppers in the amount of \$15,393 for 23 distribution wood poles for BLP stock
- Purchase Order #23424 to Altec in the amount of \$251,794 for a AT48P bucket truck
- Purchase Order #23434 to Tri-Cities Broadcasting in the amount of \$6,000 for fiscal year 2026 WAWL outreach
- Purchase Order #23435 to Holland Litho in the amount of \$17,000 for fiscal year 2026 printing services
- Purchase Order #23436 to WGHN in the amount of \$8,200 for fiscal year 2026 outreach
- Purchase Order #23437 to Boileau Communications in the amount of \$40,000 for fiscal year 2026 customer communication

Roll Call Vote:

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

25-08D Director Welling, supported by Director Crum, moved to approve the fiscal year 2025 utility write offs in the amount of \$11,213.83.

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JUNE 19, 2025

There are no miscellaneous accounts receivable to write off this year. The write offs are a very small amount compared to the BLP's revenue and this year's amount is consistent with the past. Collection efforts continue on these accounts.

Roll Call Vote:

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

25-08E Director Welling, supported by Director Polyak, moved to award the Waste Energy Reduction Program to the state administrator.

The State has passed new Energy Waste Reduction legislation. The BLP has invested \$4.3 million since 2012 and achieved results which exceeded the State requirements in past Energy Waste Reduction efforts. The new requirements call for a 1.5% annual reduction in energy sales beginning in 2026 and the development of a low-income program. The BLP must choose between two options for meeting the new standards. Option one is a State administered program. This program's estimated cost is \$933,000 per year and has a two-year commitment. Option two is an MPPA administered program. This program's estimated cost is \$711,000 and has a four-year commitment. The MPPA program focuses more heavily on C&I incentives while the State program is more balanced toward residential. With either program, the money contributed by the BLP must be used for BLP customers and approximately \$500,000 is expected to be returned to customer's pockets. Staff is recommending the BLP use the State administered program. The benefits of choosing the State's program include the State taking accountability for the program's success, more flexibility due to the shorter time commitment, and residential spending that is more proportionate to sales.

Roll Call Vote:

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

25-08F Director Welling, supported by Director Polyak, moved to approve the eleven policies as presented.

Staff is working to update policies and procedures and move them into a consistent format. The majority of the eleven policies presented were previously approved by the Board, but it had been many years so a re-fresh was desired.

Roll Call Vote:

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

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JUNE 19, 2025

25-08G Director Crum, supported by Director Welling, moved to approve the General Manager's performance evaluation with a score of "Exceeds Expectations" and a salary increase of 3% effective July 1, 2025.

Roll Call Vote:

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

Other Business

- Chairperson Westbrook and the General Manager attended the APPA National Conference last week. They found the topics to be interesting and appreciated the networking opportunities.
- The MMEA conference is being held in September in Muskegon. Directors can let the General Manager know if they are interested in attending and he will take care of their registration.
- The Board will hold a Special Meeting on Wednesday, June 25th at 4:00pm at the BLP offices.
- Chairperson Westbrook read a card from a customer following the storm-related outages thanking the BLP for a quick restoration of power.
- The General Manager reported key account meetings are in progress and expected to be wrapped up in the next couple of weeks.

No formal action taken.

Public Comment Period: None.

Adjournment

At 6:37PM by motion of Director Welling, supported by Director Polyak, the June 19, 2025 Board meeting was unanimously adjourned.

Respectfully submitted,



Danielle Martin
Secretary to the Board

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