

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
AUGUST 15, 2024

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, August 15, 2024, 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 6:03 PM by Chairperson Westbrook.

Present: Directors Crum, Hendrick, Knoth, Welling and Westbrook.

Absent: None.

Others Present: Interim General Manager Rob Shelley, Secretary to the Board Danielle Martin, Finance Manager Lynn Diffell, Operations and Power Supply Manager Erik Booth, and Dan Deller as Technical Support.

24-12A Director Crum, supported by Director Welling, moved to approve the meeting agenda.

Roll Call Vote:

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

Pledge of Allegiance

Public Comment Period: No comments.

24-12B Director Crum, supported by Director Welling, moved to approve the consent agenda. The consent agenda includes:

- Approve the minutes of the July 18, 2024 Special Board Meeting
- Approve the minutes of the July 18, 2024 Special Board Meeting Closed Session
- Approve the minutes of the July 18, 2024 Regular Board Meeting
- Approve the minutes of the August 8, 2024 Special Board Meeting
- Approve the minutes of the August 8, 2024 Special Board Meeting Closed Session
- Receive and file the July Financial Statements, Power Supply and Retail Sales Dashboards
- Receive and File the July Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 7/31/2024
- Approve payment of bills in the amount of \$4,272,674.42 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of \$123,730.53 from the Renewal & Replacement Fund

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- Approve confirming Purchase Order #23151 to Western Tel-Com in the amount of \$5,813 for Poplar Trail boring services for a BLP repair
- Approve confirming Purchase Order #23152 to Western Tel-Com in the amount of \$10,238 for Clovernook Drive boring services for a BLP repair
- Approve confirming Purchase Order #23155 to Landis & Gyr in the amount of \$12,114 for the March through June 2024 AGA software subscription

The KPI's and financial statements have been reset with the new financial year. The PSCA indicator has been revised and now reports the actual PSCA in comparison to what was planned. The Cash Flow has been revised to report cash on hand in comparison to what was budgeted.

Roll Call Vote:

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

24-12C Director Hendrick, supported by Director Welling, moved to approve the Purchase Orders. The Purchase Orders include:

- Purchase Order #23145 to Irby Utilities in the amount of \$15,171 for two three-phase overhead switches for BLP stock
- Purchase Order #23147 to Irby Utilities in the amount of \$38,823 for two sets of PMH switchgear for BLP stock
- Purchase Order #23148 to Meredith Schneider in the amount of \$17,275 for twenty-five wood poles for BLP stock
- Purchase Order #23149 to Irby Utilities in the amount of \$33,518 for six 75kVA polemount transformers for BLP stock
- Purchase Order #23150 to Power Line Supply in the amount of \$36,390 for underground materials for repairs in the industrial park
- Purchase Order #23156 to Landis & Gyr in the amount of \$38,000 for the fiscal year 2025 AGA software subscription

Roll Call Vote:

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

24-12D Interim General Manager Rob Shelley provided an update on the data breach. At this time, Staff believes that this item is closed, and all invoices have been received with a total cost of \$73,715, of which \$46,482 was covered by insurance. This total includes direct, billable costs only and does not include indirect costs including staff time.

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No formal action taken.

24-12E A joint meeting of the Board of Light and Power and Grand Haven City Council has been set for Monday, September 9th at 6:00 PM at City Hall. Prior to the meeting, the Chairperson, Interim General Manager, Mayor, and City Manager will meet to set the agenda. Snowmelt and Harbor Island will likely be agenda topics. The Council anticipates appointing a new member on September 3rd to fill the vacant seat.

No formal action taken.

24-12F The Board will hold a special meeting on Thursday, September 5th at 6:00 PM at 1700 Eaton Drive to select a General Manager candidate. Lanie Mycoff, executive recruiter from Mycoff Fry Partners, will attend by Zoom.

No formal action taken.

24-12G The Board discussed Governance Training lessons six “Conflict of Interest” and seven “Individual Roles and Responsibilities”.

No formal action taken.

24-12H The Board will watch Governance Training lesson eight “Developing a High Performing Board” at its next regular meeting.

No formal action taken.

24-12I Other Business: The Chairperson informed the public that Candidate Feedback Forms from the General Manager interviews will be accepted through Friday, August 23rd. Director Hendrick reported she has received thanks from community members for the way the Board included the public in the interview process.

No formal action taken.

Public Comment Period: No comments.

Adjournment

At 6:26 PM by motion of Director Hendrick, supported by Director Crum, the August 15, 2024 Board meeting was unanimously adjourned.

Respectfully submitted,



Danielle Martin
Secretary to the Board

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