

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
FEBRUARY 27, 2025

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, February 27, 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, Welling, and Westbrook.

**Absent:** Director Polyak.

**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.

**25-02A** Director Welling, supported by Director Knoth, moved to excuse Director Polyak from the meeting due to personal reasons.

**Roll Call Vote:**

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

Motion carried.

**25-02B** Director Welling, supported by Director Knoth, moved to approve the meeting agenda.

**Roll Call Vote:**

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

Motion carried.

**Pledge of Allegiance**

**Public Comment Period** – no comments.

**25-02C** Director Welling, supported by Director Knoth, moved to approve the consent agenda. The consent agenda includes:

- Approve the minutes of the January 16, 2025 Regular Board Meeting
- Receive and File the January Financial Statements, Power Supply and Retail Sales Dashboards
- Receive and File the January Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 01/31/2025
- Approve payment of bills in the amount of \$5,198,826.56 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of \$167,728.04 from the Renewal & Replacement Fund

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- Approve Purchase Order #22241-4 to the City of Grand Haven in the amount of \$21,257 for a Harbor Island 2024 Hydrogeological Monitoring Plan
- Approve Purchase Order #23312 to the Michigan Municipal Electric Association in the amount of \$24,114 for 2025 membership dues
- Approve Purchase Order #23323 to Futura in the amount of \$24,564 for the 2025 mapping software subscription
- Approve Purchase Order #23332 to Data Voice in the amount of \$34,727 for the 2025 outage management system and texting subscription

Purchase Order #22241-4 to the City of Grand Haven is the result of an audit process BLP and City staff have undertaken to review and clean up invoicing. The work associated with this purchase order has already been completed but was not invoiced to the BLP at the time. BLP and City staff are meeting once a month to keep up to date on things.

**Roll Call Vote:**

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

Motion carried.

**24-02D** Director Welling, supported by Director Knoth, moved to approve the Purchase Orders. The Purchase Orders include:

- Purchase Order #23321 to the City of Grand Haven in the amount of \$35,618 for an Assessment of Corrective Measures Report
- Purchase Order #23325 to Power Line Supply in the amount of \$19,270 for fourteen aluminum street light poles
- Purchase Order #22326 to Power Line Supply in the amount of \$23,992 for #2 15kV underground wire for service to Aldi and for BLP stock
- Purchase Order #23327 to Dewitt Trenching in the amount of \$16,763 for a Hayes Street directional bore
- Purchase Order #23330 to Power Line Supply in the amount of \$374,984 for Hendrix material for capital improvement plan projects
- Purchase Order #23334 to the City of Grand Haven in the amount of \$148,671 for coal yard cleanup project management
- Purchase Order #23335 to the City of Grand Haven in the amount of \$673,269 for coal yard cleanup labor
- Purchase Order #23336 to Western Tel-Com in the amount of \$50,571 for an Aldi directional bore

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Purchase Orders #23334 and #23335 to the City of Grand Haven are for HDR project management services and the labor contract for the coal yard clean up. Landfill tipping fees will be billed as they are incurred and will require Board approval.

**Roll Call Vote:**

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

**25-02E** The General Manager discussed the MPPA 2024 Business and Credit Risk Assessment.

MPPA conducts this assessment every year for each of its members. The BLP received an overall rating of “strong”, which is the equivalent of an “A” bond rating. The areas of lower scores are items that the BLP cannot directly control such as customer demographics and concentration of revenues. If the items the BLP cannot control were removed from consideration, our score would be “very strong”. This is a feedback tool to use for informational purposes only and no Board action is required.

**No formal action taken.**

**25-02F** Director Welling, supported by Director Knoth, moved to approve the MPPA Energy Hedge Plan PPC.

The General Manager referred to the Energy Resource Position report that is provided each month the Board’s meeting packets. This authorization will allow MPPA to purchase power on our behalf to raise the hedge level to our targeted amount.

**Roll Call Vote:**

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

**25-02G** Director Welling, supported by Director Knoth, moved to opt-out of the Low Income Energy Assistance Fund.

A new law was passed in late 2024 which will affect the 2026 heating season. The Board must decide to opt-in to the State’s assistance program or to opt-out and create an in-house program. With either option, assistance must be provided for electricity and heating. Under the new law, eligibility requirements were raised, meaning more people will be able to receive assistance. There is also the requirement that if a utility opts-out, the same amount of funds must be made available through its in-house program as the utility would have been required to contribute to the State’s program.

Administratively, opting-in to the State program is the simpler option. We would collect the State determined fee per meter on monthly bills and send a check to the State. The State would manage

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providing assistance from this fund. The State has set the funding rate per meter per month at \$1.25 for this year, with a long term cap of \$2.00 per meter per month.

While opting-in is the administratively simpler option, opting-out has some significant benefits. With an in-house program, funds collected from BLP customers would only be used to help other BLP customers. If the funds are not spent in the current year, they can be rolled over to help fund the next year. With an in-house program, the BLP would have to meet additional customer communications and end-of-year reporting requirements. Staff anticipates we would continue to partner with the Salvation Army to administer an in-house program. Work would need to be done in the coming months to figure out exactly how the program would be implemented.

The Board will have the opportunity to make this decision annually and can change its selection from year-to-year. With either option, staff will need to review policies regarding winter shutoffs, fees, deposits, etc. and bring them to the Board for approval.

**Roll Call Vote:**

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

Motion carried.

**25-02H** Governance Training Lesson 15 “Stakeholder Engagement” Discussion.

**No formal action taken.**

**25-02I** Options for a Board self-evaluation and development plan were discussed.

Three options were discussed including conducting the process in-house or partnering with an outside consultant. After discussion, the Board’s consensus was to proceed with the in-house option. The self-evaluation tool will be sent for Board members to complete in April and a retreat style meeting will be scheduled off-site in May to review the results and discuss a development plan.

**No formal action taken.**

**Other Business**

The General Manager shared the news that BLP employee Beau Ryther passed away unexpectedly last week. We are keeping his family and friends in our thoughts and prayers as they navigate this loss.

The MPPA Stakeholders Meeting will be held on May 1<sup>st</sup> in Grand Rapids. The General Manager asked any Directors interested in attending to let him know so they can be registered.

The Board’s upcoming meeting schedule was reviewed:

- March’s meeting will include the initial power supply budget, Pat Bowland from MPPA, and a closed session do review ongoing litigation.
- April’s meeting will include the initial expense and capital improvement portions of the budget.

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- At May's meeting, the Board will be asked for final budget approval.

**Public Comment Period** – no comments.

**Adjournment**

At 7:00 PM by motion of Director Welling, supported by Director Knoth, the February 27, 2025 Board meeting was unanimously adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Danielle Martin". The script is cursive and fluid, with the first name and last name clearly distinguishable.

Danielle Martin  
Secretary to the Board

DM