

Regular Meeting
 Board of Public Works
 Water Warehouse
 August 9, 2022

The regular meeting of the Board of Public Works Commission was held at the BPW Water Warehouse, 330 E. Washington, Tuesday, August 9, 2022. Chairperson Boerman called the meeting to order at 3:30 p.m.

PRESENT: Commissioners – Chairperson Boerman, Vice-Chair Cooney, Query, Dykstra and Walters

ABSENT: Commissioners – None

Staff Present: General Manager Boatright, Electric Power Supply & Market Operations Manager Mulder, Water Manager Levandoski, Utility Accounting & Finance Manager Chrisman, Attorney Donkersloot and City Clerk Holmes

Public Comment

No public comment given.

Safety Minute

The Safety Minute this month was regarding “Leaving Yourself an Out”.

New Employee Introduction

Corey Veldheer is the new Part—time Customer Relationship Specialist. Her first day was July 25, 2022. Since 2012, she and her husband Steve have owned and operated Good Sweet Earth, an all-organic soil amendment company in Zeeland Township. Corey serves as Operations Manager for Good Sweet Earth. Corey has also served in management roles for Camp Sunshine in Holland and the North End Community Ministries in Grand Rapids. She has also served in various roles for library systems located in Michigan and Florida. Corey holds a Master’s in Library Science and a Bachelor of Arts in Interpersonal Communication, both from the University of South Florida.

Financial Reports

Chrisman gave an update on the Electric Department and Water Department’s revenues, expenditures and assets

22.061 Approve Cash Disbursements and Regular Monthly Transfers

Motion was made by Commissioner Query and seconded by Commissioner Cooney to approve the June, 2022, cash disbursements and the regular monthly transfers for the month of June, 2022 as follows:

Cash and Investments as of: June, 2022	Electric	Water
Receiving	\$1,592,669	\$557,516
Accumulated Debt Service (in Receiving Fund)	-	-
Plant Improvements and Contingencies	\$20,857,581	\$13,741,861
Bond and Interest Payment Reserve*	-	-
Totals	<u>\$22,450,250</u>	<u>\$14,299,377</u>

* Reserve required per electric and water revenue bond ordinances.

Recommended Transfers for the Month: June, 2022

	Electric	Water
Receiving	(42,309)	(165,200)
Accumulated Debt Service	-	-
Plant Improvements and Contingency	-	165,200
General Fund (per charter provision)	42,309	-

Motion carried. All voting aye.

Water Operations

Manager Levandoski reviewed the Water Department report and updated the Board on the Water projects and annual reports.

80th Street Water Tower Radio Communications T-Mobile Lease Agreement

Levandoski explained the Lease Agreement between Zeeland BPW and T-Mobile to install and operate radio communications equipment, antennas, and appurtenances at the 80th St. Water Tank Site. A new payment structure has been created for the additional equipment T-Mobile is installing.

It is hereby acknowledged that an annual payment was made for October 1, 2021 through September 30, 2022. T-Mobile shall pay an additional prorated rental fee in the amount of \$400 within 30 days of the execution of this agreement as a result of adding additional equipment for the year of 2022.

Thereafter, rental payments shall be paid annually, in advance, as follows:

<u>Term</u>	<u>Annual Amount</u>
3rd Renewal Term	
October 1, 2021	Paid
October 1, 2022	\$29,151
October 1, 2023	\$29,151
October 1, 2024	\$29,151
October 1, 2025	\$29,151
4th Renewal Term	
October 1, 2026	\$32,066
October 1, 2027	\$32,066
October 1, 2028	\$32,066
October 1, 2029	\$32,066
October 1, 2030	\$32,066
5th Renewal Term	
October 1, 2031	\$35,273
October 1, 2032	\$35,273
October 1, 2033	\$35,273
October 1, 2034	\$35,273
October 1, 2035	\$35,273

Lease agreement coincides with current ongoing lease agreement ZBPW has with Verizon Wireless at Carlton Pump Station site and Verizon Wireless at 80th Street Elevated Tank

22.062 T-Mobile Lease Agreement – 80th Street Water Tower Radio Communications

Motion was made by Commissioner Cooney and seconded by Commissioner Query to approve the Lease Agreement Amendment No. 1 between the ZBPW and T-Mobil for the 80th Street Water Tank Site. Motion carried. All voting aye.

Electric Power Supply & Market Operations

Manager Mulder updated the Board on current operations status, activities, projects and the Power Supply Long-Term Forecasting.

Finance, Accounting and Customer Service

Chrisman updated the Board on Finance, Accounting and Customer Service.

Other Business

Motion was made by Commissioner Query and seconded by Commissioner Dykstra to enter into Closed Session at 4:50 p.m. Motion carried. All voting aye.

The Board reconvened into Open Session at 5:34 p.m.

Upcoming Events

- **Next Regular ZBPW Board Meeting, Tuesday, September 13, 2022, 3:30 p.m., Water Warehouse Meeting Space**
- **Holland/Zeeland Community Foundation Celebration of Philanthropy, Thursday, September 15, 2022, 5:30 p.m. M.E. Yacht Restoration, 471 Howard Avenue, Holland, MI 49423 Zeeland Fire/Rescue Pig-Out, Thursday, July 21, 2022, 11:00 a.m. – 7:00 p.m., Lawrence Street Park**
- **MMEA Fall Conference, October 5-7, 2022, Firekeepers Casino-Hotel, Battle Creek, MI**
(Conference agenda link: <https://view.publitas.com/michigan-municipal-electricassociation/2022-agenda/page/1>)

Motion was made and supported that the regular meeting be adjourned at 5:35 p.m. Motion carried. All voting aye.

Pamela Holmes, City Clerk