

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
DECEMBER 19, 2024

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, December 19, 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 6:00 PM by Chairperson Westbrook.

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

**Absent:** Director Crum.

**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.

**24-17A** Director Welling, supported by Director Knoth, moved to excuse Director Crum from the meeting due to a personal matter.

**Roll Call Vote:**

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

Motion carried.

**24-17B** Director Welling, supported by Director Polyak, moved to approve the meeting agenda.

**Roll Call Vote:**

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

Motion carried.

**Pledge of Allegiance**

**Public Comment Period**

No comments.

**24-17C** Director Welling, supported by Director Knoth, moved to approve the consent agenda. The consent agenda includes:

- Approve the minutes of the November 14, 2024 Regular Board Meeting
- Receive and File the November Financial Statements, Power Supply and Retail Sales Dashboards
- Receive and File the November Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 11/26/2024
- Approve payment of bills in the amount of \$2,383,626.88 from the Operation & Maintenance Fund

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
DECEMBER 19, 2024

- Approve payment of bills in the amount of \$133,615.64 from the Renewal & Replacement Fund
- Approve Purchase Order #23248 to Verdantas in the amount of \$39,500 for a Metronet pole attachment review

**Roll Call Vote:**

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

**24-16D** Director Welling, supported by Director Polyak, moved to approve the Purchase Orders. The Purchase Orders include:

- Purchase Order #22241-3 to the City of Grand Haven in the amount of \$160,351 for HDR CCR ground water sampling
- Purchase Order #23242 to Irby in the amount of \$22,756 for three 3 phase switches for BLP stock
- Purchase Order #23245 to Kent Power in the amount of \$639,545 for Harbor Drive underground labor
- Purchase Order #23254 to Morbark in the amount of \$58,963 for a replacement tree chipper
- Purchase Order #23256 to C&S Solutions in the amount of \$15,841 for a new underground locator
- Purchase Order #23258 to Great Blue Research in the amount of \$25,000 for the customer satisfaction survey
- Purchase Order #23262 to Utility Financial Solutions in the amount of \$42,500 for a rate study
- Purchase Order #23272 to the State of Michigan in the amount of \$8,700 for the 2025 NPDES permit

Purchase Order #22241-3 for groundwater monitoring is for associated costs through the end of fiscal year 2025. A purchase order for the next full year of monitoring is expected to be brought to the Board in June. Purchase Order #23272 is to keep the NPDES permit active for future projects if needed. No discharge activities have taken place, and none are currently planned to occur.

**Roll Call Vote:**

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

**24-17E** Director Welling, supported by Director Knoth, moved to approve the Performance Resolution for Municipalities.

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
DECEMBER 19, 2024

This resolution provides authority to the General Manager and Distribution and Engineering Manager to pull MDOT permits on the BLP's behalf.

**Roll Call Vote:**

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

Motion carried.

**24-17F** Director Welling, supported by Director Polyak, moved to approve the Energy Services Project Power Purchase Commitment.

This transaction will raise the BLP's energy hedge and REC levels by approximately 10% for years 2027-2035. We are authorizing MPPA to buy energy and REC's on our behalf in advance to lock in competitive rates and compliance with PA235 requirements. The REC's can be sold later if they are not needed but it is our plan to use them.

**Roll Call Vote:**

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

Motion carried.

**24-17G** Eaton Drive Building Project Update

The General Manager reported the concept phase of the Eaton Drive building remodel project has been completed with Progressive AE. The key goals of this project are to create a better Board and all employee meeting space, provide a private office space for human resources, and to build a locker room for distribution employees. The estimated cost is approximately \$2.2 million and includes a higher quality insulated and heated garage than was originally proposed. All Directors expressed support for the project and in moving on to the design phase. The next Board action will be when the contract is brought for approval.

**No formal action taken.**

**24-17H** Director Welling, supported by Director Polyak, moved to approve the 26 invoices from Dickinson Wright totaling \$98,338.50.

Chairperson Westbrook and Director Welling met with Mayor Monetza, Derek Gajdos, Ashley Latsch, Erik Booth and Lynn Diffell to review the invoices. The invoices date back to November 2021 and include PFAs and CCR related work. At the meeting, Derek Gajdos presented an assessment of the bills in which the City will pay for PFAs and the BLP will pay for CCR related work. After review, there was unanimous agreement that the process was fair. Of the \$111,096 invoiced, the City will pay \$12,757.50 and the BLP will pay \$98,338.50. Going forward, Lynn Diffell and Derek Gajdos will work together to review the invoices before they come to the Board for approval. HDR has also been asked to invoice items as clearly as possible for easy determination of responsibility between the City (PFAs) and the BLP (CCR).

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
DECEMBER 19, 2024

**Roll Call Vote:**

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

**24-17I** Governance Training Lesson 13 “In-the-Weeds/Not In-the-Weeds” Discussion.

**No formal action taken.**

**24-17J** The Board will watch Governance Training Lesson 14 “Strategic Planning and the Role of the Governing Board” for discussion at the January meeting.

**No formal action taken.**

**Other Business**

The General Manager provided the following updates:

- Thanks to City staff for working with BLP staff on Harbor Island issues.
- The BLP is providing a truck for the New Year’s Eve ball drop downtown.
- Thanks to the Board members and employees who were able to attend the BLP’s holiday party last week. We received good feedback and felt the event was successful.
- The BLP’s lighting contest winners were announced today. Check out the BLP’s website to see a map of all entries.
- Congratulations to Kim Dutmers on her upcoming retirement. We will be hosting a luncheon to celebrate with Kim on Friday, December 20<sup>th</sup>.

**Public Comment Period**

No comments.

**Adjournment**

At 6:40 PM by motion of Director Welling, supported by Director Polyak, the December 19, 2024 Board meeting was unanimously adjourned.

Respectfully submitted,



Danielle Martin  
Secretary to the Board

DM