

**MINUTES
BOARD OF LIGHT & POWER
REGULAR MEETING OF APRIL 30, 2008**

Call to Order: Board Chairman Canfield called the meeting to order at 5:30 pm with Board members Beachum, Hall, Straub, and Valentine present. Also in attendance were General Manager Richards, Administrative Manager Sawka, Operations Manager Mullins and Mayor Shores.

Approval of Agenda: There was a motion by Hall to approve the agenda as presented. It was supported by Beachum. The motion passed with the unanimous decision of the Board.

Approval of the Minutes: Beachum made a motion to approve the minutes of the April 3rd regular Board meeting as presented. It was supported by Hall. After a few notations of some typographical errors the motion passed by unanimous decision of the Board.

ACTION ITEMS

Accounts Payable, March 2008: The Board reviewed the Accounts Payable. There was a motion by Hall and support by Beachum that the accounts payable be approved as presented. The motion passed by unanimous decision of the Board.

Proposed Revision (Beachum)-Power Line Clearance Policy (City Tree Fund Contribution Provision): Beachum suggested that this subject be tabled until the Board had a chance to go over information brought back by Hall and Straub who attended the Arbor Day Foundation's Trees and Utilities National Conference. After some discussion it was moved by Beachum and supported by Valentine that the Proposed Revision-Power Line Clearance Policy be tabled until the Board had an opportunity to go over the information packet. Valentine would like to make sure that the Arbor Board is up and running before this Board makes a final decision on this subject at a later date. After a little more discussion the motion passed by unanimous decision of the Board.

Traverse City Proposal for MPPA Meeting Including Member City Governing Boards: Richards explained to the Board that at the last MPPA Board meeting a commissioner from Traverse City expressed interest in having the Traverse City Board attend an MPPA meeting. They wished to have other members of governing Boards from member utilities also attend if there was interest. Valentine said if they wanted to have a session at the MPPA Fall conference that would be fine but he didn't think attending a regular board meeting would be a good idea. He felt that if the Board had concerns they would express them to the general manager who would in turn express them at the MPPA meetings. Richards did however encourage any of the Board members to attend an MPPA meeting to get a feel of how the organization works. Straub expressed an interest in attending one of the regular meetings. She chose to attend the May 6th meeting. The Board agreed that they did not have an interest as a group to attend any regular MPPA Board meetings as Traverse City proposed.

INFORMATIONAL ITEMS

Payment-in-Lieu-of-Taxes - Annual Review Committee – Update: Richards reminded the Board of the selection of member Straub to the Review Committee and he related that Jeff Altoft had been selected from the City Council to be their committee member. He said he had not heard of a meeting date as yet but will initiate and coordinate a date with the City Manager.

Performance Data: The Board reviewed the March performance data. There was brief discussion.

Income Statement: Richards presented to the Board a brief outline of notable differences on the revenue and expenses on the income statement.

Manager’s Report: Richards updated the Board on the utilities efforts to try to lease the space in the Chatham Street building.

Richards introduced Amanda Geiger who has been the coordinator on developing the utilities website. Geiger gave a preview of the rough draft of the website. She showed the Board where customers can see energy saving tips, an interactive calendar, the company’s history, power line safety, how the customer can read their meter, the utilities rates, services and policies. There is a section on bill explanation and a contact email for customer service. There is a power map which shows where all the MPPA cities are located. Straub suggested that the “right tree right place” concept be put somewhere on the website. Valentine asked about electronic payment. The general manager said that is something that is being worked on at this time and would probably be a possibility very soon. Beachum asked if a personnel page could be added that would have the Board members names and addresses and a list of the utilities employees with their pictures. Geiger told the Board that that could be a possibility. The Board was very pleased with the website and the progress Geiger is making. Geiger said that the up and running date is only about one month away. She will give the Board and employees a final look at the finished product before it is actually put on line.

Richards updated the Board on the MPPA-Power Pool new generation project and contract agreement with Granger Electric of Michigan, a landfill gas – electric generation developer.

Richards updated the Board on plans to set up surveillance cameras at the substations.

Richards related to the Board that he had been elected to serve on the MPPA executive committee for a period of one year.

The general manager informed the Board that the next power cost adjustment factor will be updated before the next regular Board meeting.

Richards went over a fact reference sheet that had been suggested to him by Board Member Hall. The reference sheet would be fun facts about the utility. The Board suggested that this fact reference sheet also be included in the website.

Richards presented to the Board the latest APPA Board minutes.

There was brief discussion about the City of Wyandotte re-joining MPPA and that city's two million dollar grants from federal agencies to help in the development of new wind generation. That city has proposed to MPPA cities to partner with them in a new up to five megawatt wind generation being developed by Wyandotte.

Board Review-Late Payment Penalty and Extended Time to Pay Security Deposit:

Richards reminded the Board that back in October there was discussion on late payment penalties and extended time to pay security deposits and the Board's wish to review this policy in six months. After brief discussion the Board decided that this subject should be put on the agenda for the June regular meeting.

Schedule of Meetings: The Board reviewed the schedule of meetings. Richards informed the Board that he has added the May 15th Mayor Exchange Day with Hastings to the schedule of meetings. Richards also reminded the Board that there was another work session scheduled with the City on June 12th. Richards asked if the Board felt these sessions were needed. Beachum felt that the sessions were labored and he felt that they were only needed if there was a specific subject that needed to be talked about. Shores said she will talk to the council and see if they felt the sessions needed to continue. Straub related that if there were a problem it was her hope that the subject would be brought directly to the utilities general manager or one of the Board members rather than having to have a meeting about it. Shores said a lot of what she hears comes from people on the street or from employees. Mullins said shouldn't the subject be passed along right away rather than wait for a meeting? Richards said are we going to schedule a time and a place to communicate or just do it all the time? Valentine asked Shores for a clarification. He asked what City employees were coming to her as a council member about issues with Light & Power? She answered that she did not say only City employees. She said that Light & Power also has employees. Valentine asked if Light & Power employees were coming to her with problems. Shores answered that she has had that happen. Valentine said that it was his understanding that the City charter and the Light & Power policy guidelines were specific that city employees if they had a problem would go to the City Manager and Light & Power employees if they had a problem would go to the Light and Power General Manager. Shores said that basically that is how the work sessions between the City Council and Light and Power began because of conversations that she has had from people coming to her with problems. Valentine just wants to make sure that if there are conversations between City employees or Light and Power employees with a council member that these conversations are not being facilitated by the Council. Straub interjected that the City Charter says that employees are not to go to council members but rather to the City Manager or the utilities General Manager. It is not the council's place to be managing the employees. Shores said that employees do however talk. Straub said then if they do talk that they should be directed

back to the City manager. Shores said that she does direct them to go back to their supervisor but that they do not go back to the supervisor. Shores said that communications between the city and the utility has deteriorated in the last few years, and that is why the work sessions began. Straub felt that appropriate action would be to talk about a problem right away rather than having to wait for a work session which might be two months away. Beachum feels it is a good idea to have the work session scheduled every three months and said if there is nothing that needs to be addressed then the session could be cancelled. Shores will go back to the council and city manager and see if there is anything to be discussed and if not she will get back to Richards to cancel the session.

Complaint Register: There have been no complaints registered since March 10th.

Date for Next Meeting (Thursday, June 5): The next regularly scheduled meeting is June 5th.

PUBLIC COMMENT

There were no public comments.

BOARD COMMENTS

Straub asked if Shores was considered a board member. Shores explained that she is the Ex Officio. She is a member of the Board but without voting rights.

Straub passed around for the Board to sign a get well card for employee Bryce Updegraff who is gravely ill at this time. The Board included in the card a gift card from Meijer.

Straub noted that she will email to the Board members the notes she took at the Arbor Day Foundation's Trees and Utilities National Conference she attended. She was very impressed with the conference and felt it was very worthwhile to attend.

Straub asked how the bone marrow transplant procedure went involving employee Simon Kelley. Richards said the procedure was on Monday and Sawka said that he was back to work today (Wednesday) and feeling well.

Straub asked if the Payment in Lieu of Taxes meeting had been set up yet. Shores will get back with Straub with the date and time after she checks with councilmember Altoft.

Straub wanted an update on the issue with the transformer in the block near Sneakers. Beachum said it was supposed to be done by the end of this month. Mullins said that it is being scheduled for May 19th.

Valentine thanked the Board for scheduling this meeting a day early to accommodate his final test exam.

There were no other Board comments.

ADJOURNMENT

There was a motion by Beachum and a second by Valentine to adjourn the meeting. The motion passed by unanimous vote of the Board. The meeting adjourned at 7:11 pm.

Approved

Greg Canfield – Chairman

Date