

**A REGULAR MEETING**

Of The

**TRAVERSE CITY LIGHT AND POWER BOARD**

Will Be Held On

**TUESDAY, February 22, 2011**

At

**5:15 p.m.**

In The

**COMMISSION CHAMBERS**  
(2<sup>nd</sup> floor, Governmental Center)  
400 Boardman Avenue

Traverse City Light and Power will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon notice to Traverse City Light and Power. Individuals with disabilities requiring auxiliary aids or services should contact the Light and Power Department by writing or calling the following.

Stephanie Tvardek,  
Administrative Assistant  
1131 Hastings Street  
Traverse City, MI 49686  
(231) 932-4543

Traverse City Light and Power  
1131 Hastings Street  
Traverse City, MI 49686  
(231) 922-4940

Posting Date: 2-18-11  
4:00 p.m.

## AGENDA

### Pledge of Allegiance

#### 1. Roll Call

#### 2. Consent Calendar

*The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Board action adopting the consent calendar.*

- a. Consideration of approving minutes of the Regular Meeting and Wi-Fi Ad Hoc Committee Meeting of February 8, 2011.

#### 3. Old Business

None

#### 4. New Business

- a. Consideration of approving bids for tree trimming services. (Rice/Wilson)
- b. Consideration of authorizing underground cable purchase. (Rice/Dine)

#### 5. Reports and Communications

- a. From Legal Counsel.
- b. From Staff.
  1. Green Consortium – Area Wide Recycling Event on March 13<sup>th</sup> at 280 Hughes Dr  
L&P Customers can recycle old dehumidifiers and/or air conditioners and receive a credit on their Light and Power bill. (Cooper)
- c. From Board.
  1. Verbal update re: Strategic Planning Open House and Strategic Planning. (Coco)

#### 6. Public Comment

/st

**TRAVERSE CITY  
LIGHT AND POWER BOARD**

Minutes of Regular Meeting  
Held at 5:15 p.m., Commission Chambers, Governmental Center  
Tuesday, February 8, 2011

**Board Members -**

Present: Mike Coco, Linda Johnson, Jim Carruthers, Ralph Soffredine, John Snodgrass, John Welch

Absent: John Taylor

**Ex Officio Member -**

Present: R. Ben Bifoss

**Others:** Ed Rice, Tim Arends, Stephanie Tvardek, Jessica Wheaton, Karen Fehar, Scott Menhart

The meeting was called to order at 5:15 p.m. by Chairman Coco.

Chairman Coco removed item 2(a) Closed Session minutes from the agenda.

**Item 2 on the Agenda being Consent Calendar**

Moved by Soffredine, seconded by Johnson, that the following actions, as recommended on the Consent Calendar portion of the Agenda, be approved:

- a. Minutes of the Regular Meeting of January 25, 2011 be approved.
- b. Consideration of approving the MDOT Construction ROW Resolution.

CARRIED unanimously. (Taylor absent)

**Item 3 on the Agenda being Old Business**

**3(a).**

Consideration of adopting a Resolution to Amend Board Rule 11.

Moved by Soffredine, seconded by Johnson, that the proposed amendment to Board Rule 11, Public comment, be adopted.

CARRIED unanimously. (Taylor absent)

**3(b).**

Consideration of MERS pension related issues.

Moved by Soffredine, seconded by Welch, that the Light & Power Board indefinitely prohibits employees from purchasing additional generic service credits through the Michigan Municipal

Employees Retirement System (MERS) effective immediately; and further that staff be directed to work with MERS in preparing a Joint Transfer Agreement for City Commission consideration and approval.

Roll Call:

Yes – Snodgrass, Soffredine, Welch, Johnson, Coco

No – Carruthers

CARRIED.

**3(c).**

Consideration of issuing Requests for Proposals for the Hastings Street Facility Addition.

Moved by Johnson, seconded by Soffredine, that the Board authorizes staff to seek bids for the Hastings Street Building Addition as presented; and further directs staff to prepare contracts with the successful bidder(s) for the Boards consideration.

Roll Call:

Yes – Snodgrass, Soffredine, Welch, Johnson, Coco

No – Carruthers

CARRIED.

**Item 4 on the Agenda being New Business**

**4(a).**

Consideration of Traverse Bay Economic Development Corporation agreement renewal.

Moved by Welch, seconded by Soffredine, that the Board authorizes the Chairman and Secretary to enter into an agreement with Traverse Bay Economic Development Corporation for 2010-2011 professional services; subject to approval as to substance by the Executive Director, and as to form by Counsel; and further authorizes payment to the TBEDC in the amount of \$25,000 as compensation under the Agreement; and further requests a member of the TBEDC to report back to the Board at a future meeting.

Roll Call:

Yes – Snodgrass, Soffredine, Welch, Johnson, Coco

No - Carruthers

CARRIED.

**4(b).**

Consideration of approving Resolution – Landfill Gas Generation Renewable Energy Purchase Agreement (North American Natural Resources (NANR)).

Moved by Johnson, seconded by Welch, that in the best interest of the Light & Power Ratepayers and to satisfy the requirements of Public Act 295, the Board approve and enter into the Resolution approving the North American Natural Resources Renewable Energy Agreement between Traverse City Light & Power and MPPA and participation in the MPPA North

American Natural Resources Renewable Energy Project; and further that staff explore the possibility of a maximum of 3% annual increases in the year 2015 and beyond.

Roll Call:

Yes – Snodgrass, Soffredine, Welch, Johnson, Coco

No – Carruthers

CARRIED.

**Item 5 on the Agenda being Reports and Communications**

A. From Legal Counsel.

None.

B. From Staff.

1. Jessica Wheaton spoke re: Community Investment Fund application review. Ralph Soffredine, John Welch and Linda Johnson volunteered to review applications.
2. Jessica Wheaton spoke re: Community Solar sign-up on the website.
3. Ed Rice spoke re: the Kalkaska Combustion Turbine.

C. From Board.

1. Chairman Coco spoke re: Strategic Planning open house scheduled for Wednesday, February 23, 2011 from 5:30-7pm in the Governmental Center 2<sup>nd</sup> floor training room and additional upcoming meetings.
2. Jim Carruthers spoke re: Tom Karas's FIT event on February 16 at 6:30 at the Library; Shawna Asher and her 7<sup>th</sup> grade class Grand Vision Project; and questioned if TCL&P has looked into working with Duke and the Benzie County wind project.

John Snodgrass departed the meeting at 6:38 pm.

3. John Welch complimented Tim Arends on the Financial Statements report provided in the Board packet.

**Item 6 on the Agenda being Public Comment**

No one from the public commented.

There being no objection, Chairman Coco declared the meeting adjourned at 6:46 p.m.

/st

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Edward E. Rice, Secretary  
LIGHT AND POWER BOARD

**TRAVERSE CITY LIGHT AND POWER  
WIFI AD HOC COMMITTEE**

Minutes of WiFi Ad Hoc Committee Meeting  
Held at 6:50 p.m., Governmental Center  
Tuesday, February 8, 2011

**COMMITTEE MEMBERS:**

Present: Mike Coco, John Snodgrass, John Welch

**OTHERS:** Ed Rice, Tim Arends, Scott Menhart

The meeting was called to order at 6:50 p.m.

Ed Rice updated the committee on the NMC/DDA/L&P WiFi project.

No action was taken.

The meeting was adjourned at 7:50 p.m.

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Edward E. Rice, Secretary  
LIGHT AND POWER BOARD

/st



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To: Light and Power Board  
From: Blake Wilson *BW*  
Date: February 14, 2011  
Subject: Bids for Tree Trimming Services

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Bids have been obtained for annual tree trimming services on TCL&P's utility system. Bid requests were sent out to six companies. Bid pricing were to include trimming of the CD-23, CD-30, BW-30, HL-30, HL-31, PC-22, PC-23 circuits, Fiber and other specific locations.

Bidder	Total Cost	Time and Material Costs	
		Hourly	Weekly
Trees Inc.	\$102,517.04	\$74.25	\$2,970.00
The Energy Group	\$132,288.00	\$76.86	\$3,074.40
Asplundh Tree Expert Co.	\$155,798.81	\$66.58	\$2,662.00
PennLine	\$229,043.00	\$94.00	\$3,700.00
Nelson Tree Service	\$438,001.00	\$76.45	\$3,058.00
Townsend	NO BID	N/A	N/A

Staff recommends selecting Trees Inc as they are the low bidder for the defined work scope.


If the Board is in agreement, the following motion is recommended:

**MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT THE BOARD AUTHORIZE THE CHAIRMAN AND THE SECRETARY TO ENTER INTO A TREE TRIMMING SERVICES AGREEMENT WITH TREES INC, FOR THE 2011 TREE TRIMMING PROGRAM IN THE AMOUNT OF \$102,517.04; AND FURTHER FOR ANY ADDITIONAL WORK AT A HOURLY/WEEKLY RATE OF \$74.25 AND \$2,970.00 RESPECTIVELY; SUBJECT TO APPROVAL AS TO FORM BY GENERAL COUNSEL.**



**TRAVERSE CITY  
LIGHT & POWER**

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**To:** Light & Power Board  
**From:** Glen Dine, Chief Engineer   
**Date:** February 17, 2011  
**Subject:** Underground Cable Purchase – Portions of Bay Street/Grandview Parkway Corridor

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Staff has begun planning for the burial of Light and Power facilities located along portions of Bay Street/Grandview Parkway corridor. There is a line in the capital plan for overhead to underground conversions that covers this project. A minimal amount of work is expected to be completed in 2011 with the remainder to be completed in 2012.

Bids have been obtained for the purchase of underground electric cable required for use along portions of Bay Street, beginning near the steel lighthouse pole and ending on the west side of Division Street.

Bids were as follows:

<b>Vendor/Supplier</b>	<b>Total</b>
Power Line Supply Company	\$430,557.00
HD Supply Utilities, LTD	\$436,344.00

Staff is recommending the purchase of underground cable from Power Line Supply Company.

If the Board is in agreement, the following motion is recommended:

**MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT THE LIGHT AND POWER BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO ISSUE A PURCHASE ORDER TO POWER LINE SUPPLY COMPANY FOR THE PURCHASE AND DELIVERY OF UNDERGROUND ELECTRIC CABLE FOR USE ALONG PORTIONS OF BAY STREET IN THE AMOUNT OF \$430,557.00, SUBJECT TO ADJUSTMENT FOR CHANGES IN THE PRICE OF METAL.**