

**TRAVERSE CITY
LIGHT AND POWER BOARD**

Minutes of Regular Meeting
Held at 5:15 p.m., Commission Chambers, Governmental Center
Tuesday, March 26, 2013

Board Members -

Present: Barbara Budros, Jim Carruthers, John Snodgrass, Bob Spence, Patrick McGuire

Absent: Mike Coco, John Taylor

Ex Officio Member -

Present: R. Ben Bifoss

Others: Tim Arends, W. Peter Doren, Stephanie Tvardek, Scott Menhart, Tom Olney, Jessica Wheaton

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

Chairman McGuire announced Agenda Item 6(c)1 would be removed from the agenda as Board Member Coco is not in attendance.

As requested by Board Member Spence, Agenda Item 2(b) was removed from the Consent Calendar for full discussion.

Item 2 on the Agenda being Consent Calendar

Moved by Carruthers, seconded by Budros, that the following actions, as recommended on the Consent Calendar portion of the Agenda as amended, be approved:

- a. Consideration of approving minutes of the Regular Meeting of February 26, 2013.
- b. *Removed from Consent Calendar.*

CARRIED unanimously. (Coco, Taylor absent)

Items removed from the Consent Calendar

- a. Consideration of authorizing a Boring Contract with Doug's Underground for the Highland Park Overhead to Underground Conversion Project.

The following individuals addressed the Board:

Tim Arends, *Interim* Executive Director
Tom Olney, Operations Manager

Moved by Spence, seconded by Budros, that the Light and Power Board authorize the Chairman and Secretary to enter into a contract with Doug's Underground, in the amount of \$53,212 for the Highland Park Overhead to Underground Conversion Project; subject to approval as to substance by the Executive Director and approval as to form by General Counsel; and further

authorizes the Executive Director to administer amendments and change orders that are in the best interests of the Light and Power Department.

CARRIED unanimously. (Coco, Taylor absent)

Item 3 on the Agenda being Old Business

3(a). Consideration of authorizing an Amended and Restated Joint Operation/Maintenance Agreement for the Gray Substation.

The following individuals addressed the Board:

Tim Arends, *Interim* Executive Director
W. Peter Doren, General Counsel

Moved by Spence, seconded by Budros, to approve the Amended and Restated Joint Operation/Maintenance Agreement, Gray 138-69kV Substation, and to authorize the Chairman and Secretary to execute that Agreement subject to approval as to form by General Counsel.

CARRIED unanimously. (Coco, Taylor absent)

Item 4 on the Agenda being New Business

4(a). Consideration of revising the Executive Director's Job Description.

The following individuals addressed the Board:

W. Peter Doren, General Counsel
R. Ben Bifoss, City Manager

Chairman McGuire requested the word "allowed" in section 10b be changed to "encouraged". W. Peter Doren agreed to make the amendment.

Moved by Budros, seconded by Spence, to approve the Executive Director's revised job description as amended.

The following individuals from the Public addressed the Board:

Ed Rice, 1664 Strasbourg, Non-Ratepayer

CARRIED unanimously. (Coco, Taylor absent)

4(b). Consideration of authorizing TCL&P's participation in the Community Solar Garden.

The following individuals addressed the Board:

Tim Arends, *Interim* Executive Director

Moved by Spence, seconded by Budros, that the Light and Power Board authorizes TCL&P customers to participate in the Community Solar Garden Joint Project between Wolverine Power Supply, Cherryland Electric Cooperative and Traverse City Light & Power; subject to General Counsel review of the Lease Agreements, and the adoption of a rate allowing the credits to be applied to customer bills.

The following individuals from the Public addressed the Board:

Pat Timmons, 1919 Iroquois, Ratepayer
Jan Hicks, 1687 David Place, Non-Ratepayer
Steve Smiley, Non-Ratepayer
A Stuck, 3828 Garfield Rd., Non-Ratepayer
Tony Anderson, 8088 Palamino Dr., General Manager, Cherryland Electric Cooperative,
Non-Ratepayer
Ed Rice, 1664 Strasbourg, Non-Ratepayer
Kate Madigan, Michigan Energy Council, 400 Boughey St., Ratepayer
Randy Smith, 6222 Bunker Hill Rd., Non-Ratepayer
Maura Brennan 130 E. 9th St., Ratepayer
Doug DeYoung, TC Area Chamber of Commerce, 202 E. Grandview Pkwy., Ratepayer

Roll Call:

Yes – Budros, Carruthers, Spence, McGuire

No – Snodgrass

CARRIED. (Coco, Taylor absent)

4(c). Consideration of adopting a Safety Manual Policy.

The following individuals addressed the Board:

Tim Arends, *Interim* Executive Director
Tom Olney, Operations Manager

Moved by Spence, seconded by Budros, that the Board adopts the Safety Manual Policy for use by TCL&P employees.

CARRIED unanimously. (Coco, Taylor absent)

Item 5 on the Agenda being Appointments

None.

Item 6 on the Agenda being Reports and Communications

a. From Legal Counsel.

None.

b. From Staff.

1. Jessica Wheaton spoke re: the Clean Up Green Up Event.
2. Tim Arends spoke re: the Clinch Park Tunnel Project.

The following individuals addressed the Board:

R. Ben Bifoss, City Manager

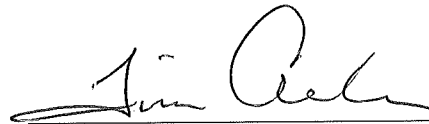
3. Tim Arends gave a reminder of the APPA webinar training scheduled for Thursday, March 28th.
 4. Tim Arends gave a reminder of the upcoming Board meetings: April 1st Joint Study Session with City Commission and April 2nd Budget Review Study Session.
- c. From Board.
1. *Removed from agenda.*
 2. Pat McGuire suggested having a separate study session for the TCL&P Board within the next few months to complete a more in depth review of the Hometown Connections Audit report.

Item 7 on the Agenda being Public Comment

The following individuals from the Public addressed the Board:

Jan Hicks, 1687 David Place, Non-Ratepayer

There being no objection, Chairman McGuire declared the meeting adjourned at 6:51 p.m.



Tim Arends, Secretary
LIGHT AND POWER BOARD

/st