

**TRAVERSE CITY  
LIGHT AND POWER BOARD**

Minutes of Regular Meeting  
Held at 5:15 p.m., County Training Rom, Governmental Center  
Tuesday, November 25, 2014

**Board Members -**

Present: Pat McGuire, Bob Spence, Jan Geht, John Taylor

Absent: Barbara Budros, Jim Carruthers, Jeff Palisin

**Ex Officio Member -**

Absent: Jered Ottenwess, City Manager

**Others:** Tim Arends, Scott Menhart, Karla Myers-Beman, Tom Olney, Kelli Schroeder, Stephanie Tvardek, Blake Wilson

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

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

Tim Arends and Karla Myers-Beman requested both items be removed from the Consent Calendar for full discussion.

- a. *Removed from Consent Calendar.*
- b. *Removed from Consent Calendar.*

**Items Removed from the Consent Calendar**

- a. Consideration of approving minutes of the Regular Meeting of November 11, 2014.

Moved by McGuire, seconded by Geht, that the minutes of the Regular Meeting of November 11, 2014 be approved.

CARRIED unanimously. (Budros, Carruthers, Palisin absent)

- b. Consideration of adopting a Records Retention Policy.

The following individuals addressed the Board:

Karla Myers-Beman, Controller

Karla Myers-Beman explained additional state schedules would be added to the Policy per the recommendation from General Counsel.

Moved by Geht, seconded by McGuire, that the Board adopts the Record Retention Policy as amended with an immediate effective date.

CARRIED unanimously. (Budros, Carruthers, Palisin absent)

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

None.

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

- a. Consideration of adopting a Conflict of Interest Policy.

The following individuals addressed the Board:

Kelli Schroeder, Manager of Human Resources & Communications  
Tim Arends, Executive Director  
Karla Myers-Beman, Controller

Vice Chairman Geht requested section 2 of the Policy be amended to read:

“2. Gifts. Soliciting or accepting payments, gifts of value (defined as having a retail value of \$25 or more)...”

Moved by Geht, seconded by McGuire, that the Board adopts the Conflicts of Interest Policy as amended with an immediate effective date.

CARRIED unanimously. (Budros, Carruthers, Palisin absent)

- b. Consideration of declaring transformer surplus.

The following individuals addressed the Board:

Tom Olney, Operations Manager  
Tim Arends, Executive Director

Moved by McGuire, seconded by Geht, that the Board declares the transformer, as described in Utility Transformer Brokers “Proposal to Market Transformer”, surplus.

CARRIED unanimously. (Budros, Carruthers, Palisin 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. Sarna Salzman, SEEDS, presented the TC Saves Program results.

The following individuals addressed the Board:

Tim Arends, Executive Director

2. Karla Myers-Beman presented the fiscal year end June 30, 2014 unaudited financials.

The following individuals addressed the Board:

Tim Arends, Executive Director

3. Board discussed the Six Year Capital Plan – 2015 priorities.

The following individuals addressed the Board:

Tim Arends, Executive Director

Blake Wilson, System Engineer

Scott Menhart, Manager of Telecom & Technology

4. Karla Myers-Beman reviewed the 2015-16 proposed budget schedule.

The following individuals addressed the Board:

Tim Arends, Executive Director

- C. From Board.

None.

**Item 7 on the Agenda being Public Comment**

Joe Evancho, 240 Washington St. #9, Ratepayer

There being no objection, Chairman Taylor declared the meeting adjourned at 6:18 p.m.

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Tim Arends, Secretary  
LIGHT AND POWER BOARD