

May 10, 2016  
45 Monroe Street  
Hillsdale, MI 49242

The regular Hillsdale Board of Public Utilities meeting was called to order at 7:09 p.m. by Mr. Duke Anderson, President to the Board.

Board Members Present: Mr. Duke Anderson, President; Mr. Bob Batt, Vice-President; and Mr. Barry Hill.

Others present: Mike Barber, Director; Dawn Townley, Finance Controller; Scott Sessions, Mayor; Bill Briggs, Water Distribution Superintendent; Don Reid, Hillsdale Daily News; Mary Wolfram, Economic Development.

Moved by Mr. Anderson, seconded by Mr. Hill to approve the minutes of the April 12, 2016 regular meeting and record in the official minute book.

Motion carried by unanimous voice vote.

### **Claims Drawn on Operations & Maintenance Fund April 2016**

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A CLEAN START	300.00
AFLAC	459.78
ALEXANDER CHEMICAL	1,558.00
AMERICAN CANCER	250.00
AMERICAN COPPER &	273.84
ANIXTER INC	175.00
AT&T	987.17
BCBS	16,425.15
BIOLOGICAL RESEARCH	75.00
BOLENBAUGH KEVIN	50.83
BOWDITCH BRIAN G	75.31
BRADLEY J MARTIN	67.11
BRICKPAVER CONSTRUC	1,600.00
BUMP CARL R	234.00
BUSINESS CARD	268.02
CENTURYLINK QCC	68.68
CHESTNEY PUBLISHING	185.00
CINTAS LOCATION	2,826.64
CITY OF HILLSDALE	14,854.94
CJD COMPUTER SERVICE	20.00

COLLETTA JOSHUA D	38.28
COMCAST	145.07
COMMONWEALTH	5,296.00
COMMUNITY ACTION AGENCY	100.00
CTC ENGINEERING	1,611.00
CULBERT, CHAD	85.00
CURRENT OFFICE	385.94
DANAL LLC	192.10
DAVIES KEITH	39.22
DISTRICT COURT	918.00
DUBOIS TRUCKING	725.50
ELHORN ENGINEERING	7,883.64
ENVIRONMENTAL MGMT	2,990.85
ENVIRONMENTAL RESOU	877.46
ESTATE OF WILLIAM OTENEY	23.68
ETNA SUPPLY COMPANY	3,579.91
GEORGE DAKOTA E	11.00
GFG INSTRUMENTATION INC	708.74
GIRDHAM NATHAN S	4.00
GLOBAL ENVIRONMENTAL	600.00
GLOBAL RENTAL CO INC	4,369.00
GOODWIN ADAM M	39.00
GRAINGER INDUSTRIAL SUPPLY	167.38
HEFFERNAN SOFT WATER	121.00
HILLSDALE DAILY NEWS	572.34
HILLSDALE HARDWARE	133.65
HILLSDALE RURAL	250.00
HYDROCORP	1,333.00
IBEW	677.30
IDEXX LABORATORIES	1,051.22
JOHNSON WILMA D	197.41
JONESVILLE LUMBER CO	2,494.42
KEASAL, KENNETH	148.39
KEN STILLWELL	1,156.38
KUBRA DATA TRANSFER	2,711.47
LAFORCE	2,489.35
LD DOCSA ASSOCIATES	40,387.50
LEDESMA-SCHLECHT ANITA L	191.00
LEININGER ADRIANE L	116.00
MAIL MANAGEMENT, INC	1,187.00
MAIN STREET ORNAMENTAL LAMP POSTS	5,628.00
MARKET HOUSE	70.63
MATTHEWS SUSAN A	42.00

MERIT LABORATORIES	707.50
MERIT NETWORK	399.39
MICHIGAN GAS	2,322.57
MICHIGAN MUNICIPAL	138.70
MICHIGAN SURVEYORS	313.65
MODERN WASTE SYSTEMS	236.00
MSCPA	1,217.52
NONIK TECHNOLOGIES	13,139.00
NORRIS, PERNE'	1,542.01
NORTH CENTRAL LAB	109.70
NORTHERN PUMP & WELL	5,971.00
NORTHERN SAFETY	243.83
ONLINE UTILITY EXCHANGE	468.30
PAYNE MICHAEL J	43.00
PERFORMANCE AUTO	65.99
POWER LINE SUPPLY	77,831.00
PRICE SHERIE K	113.64
RADIO ACCOUNTING	645.00
RAYMOND STACEY E	4.39
RICKETTS BRIAN W	117.09
ROHRAFF MELISSA A	120.15
RUPERT'S CULLIGAN	46.50
RYAN & BRADSHAW	200.00
SAYGAN DR LUCIO	792.99
SD MYERS	766.00
SLC METER LLC	146.17
SMITH & LOVELESS	46.15
SMITH TAMIKA C	357.08
SMITH'S FLOWERS	53.00
SPRINT	2,104.79
STAR CRANE & HOIST	635.00
STATE OF MICHIGAN	5,510.00
STOCKHOUSE COMPUTER	212.02
SUMNAR & SCHOLL INS	547.00
SUN LIFE FINANCIAL	946.13
SUPERIOR INDUSTRIAL	1,112.38
TAYLOR TERRI M	13.21
THE WATER STORE	70.50
TYCO INTEGRATED	2,041.96
UIS PROGRAMMABLE	13,247.18
USABLUEBOOK	6,373.95
VANHORN-EAGLE	325.00
WATKINS OIL COMPANY	1,148.45

WCSR	250.00
WELLS FARGO MORTGAGE CO	2.28
WHEELER WORLD INC	19,356.00
WHITE'S WELDING	290.00
WILCOX JEFFREY A	191.99
WOLF BENJAMIN P	6.00
	\$295,044.46

Moved by Mr. Hill, supported by Mr. Anderson to approve the above bills for April in the amount of \$295,044.46.

Motion carried by unanimous voice vote.

Moved by Mr. Anderson, supported by Mr. Hill, to approve the March MSCPA bill usage in the amount of \$705,315.49.

Motion carried by unanimous voice vote.

**Items:**

**1. Election of Officers and Committee Appointment**

The Board appointed Mr. Duke Anderson as President of the Board, and appointed Dawn Townley as Clerk of the Board.

Moved by Mr. Batt, Vice President, supported by Mr. Hill to approve Mr. Duke Anderson President of the Board, and Dawn Townley as Clerk to the Board.

Motion carried by unanimous voice vote

**2. MSCPA Commissioner and Alternate Resolution**

The Board approved Resolution #202 which appoints Mr. Mike Barber, Director as the Commissioner and Mr. David Mackie, Hillsdale City Manager as Alternate Commissioner to the Michigan South Central Power Agency Board of Commissioners (MSCPA).

Moved by Mr. Anderson, supported by Mr. Batt, Vice-President, to approve Resolution #202 which appoints Mr. Mike Barber as the Commissioner and Mr. David Mackie as Alternate Commissioner to the MSCPA.

Motion carried by unanimous voice vote.

### 3. Transformer Purchases

BPU's Electric Superintendent, Chad Culbert, solicited quotes for 15 KVA, 25 KVA and 50 KVA single phase pole mount transformers from four different vendors. This purchase will bring our transformer inventories up to the proper levels and last approximately two years. The Board approved the purchase of the pole mount transformers from the lowest bidder, Stuart C Irby Company, for a cost of \$25,485.00.

Moved by Mr. Hill; supported by Mr. Batt, Vice-President to approve the purchase of pole mount transformers from Stuart C Irby Company for a cost of \$25,485.00.

Motion carried by unanimous voice vote.

### 4. B S & A Purchase

A recommendation was made for the Board to approve the purchase of several modules from BS&A with a cost of \$103,825. The modules to be purchased would include:

- Fixed Assets
- Miscellaneous Receivables
- Human Resource
- Utility Billing
- AccessMyGov/Employee Self Services

With the payments as follows:

1<sup>st</sup> Payment - \$37,005 to be invoiced upon execution of this agreement.

2<sup>nd</sup> Payment - \$34,200 to be invoiced at start of training.

3<sup>rd</sup> Payment - \$32,620 to be invoiced upon completion of training.

Also approved was an ongoing Annual Service Fee for the above modules in the amount of \$7,520.

Mr. Anderson inquired if this had budgeted – Yes.

Mr. Anderson inquired about the timeframe of implementation which will be up and running by the end of the calendar year. Mr. Hill inquired why we couldn't start payments when we go live but B S & A requires 1<sup>st</sup> payment and signed contract to proceed.

Moved by Mr. Batt, Vice-President, supported by Mr. Anderson to approve the purchase of the above modules required for the BPU in the amount of \$103,825 to be paid in 3 payments.

Motion carried by unanimous voice vote.

5. HydroCorp Agreement

This contract is a continued effort for the ongoing Cross-Connection Control Program and will provide the Hillsdale Board of Public Utilities with the necessary data and information to maintain compliance with the Michigan Department of Environmental Quality (DEQ) Water Bureau Cross Connection Control Regulations.

A recommendation to approve the four (4) year contract with HydroCorp to continue our Cross-Connection Control Program for a cost of \$15,996.00 annually or \$63,984.00 over the term of the contract was presented to the Board.

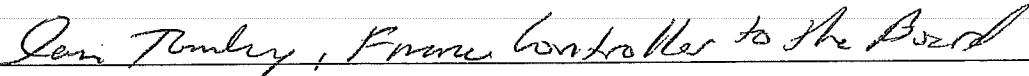
Moved by Mr. Batt, Vice-President; supported by Mr. Anderson to approve the four (4) year contract with HydroCorp to continue our Cross-Connection Control Program for a cost of \$15,996.00 annually.

Motion carried by unanimous voice vote.

Board Member Roundtable – None

Public Comment - None

Adjourned – 7:50 p.m.

  
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Dawn Townley, Finance Controller & Secretary to the Board