



MINUTES OF THE BOARD OF COMMISSIONERS' MEETING

LANSING BOARD OF WATER AND LIGHT

July 23, 2013

The Board of Commissioners met in the Boardroom of the Administrative Offices, 1232 Haco Drive, Lansing, Michigan.

Chairperson Sandra Zerkle called the meeting to order at 5:30 p.m.

Present: Commissioners Margaret Bossenbery, Dennis M. Louney, Anthony McCloud, Tony Mullen, Tracy Thomas, Cynthia Ward and Sandra Zerkle.

Absent: Commissioner David Price

The Corporate Secretary declared a quorum present.

Commissioner McCloud led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Commissioner Bossenbery, seconded by Commissioner Thomas to approve the Regular Board Meeting minutes of May 28, 2013.

Action: Carried Unanimously

SPECIAL PRESENTATION

Pennies for Power Check Presentation from Michigan Building & Construction Trades Council.

Patrick Devlin, Secretary & Treasurer of the Michigan Building and Construction Trades Council presented a check in the amount of \$14,118.88 to Board of Water & Light's Pennies for Power campaign. This money was obtained as part of the Project Labor Agreement acknowledging use of union labor for the construction of the Reo Town Plant project. Trade unions agreed to pay 5¢ per trade work hour to the BWL Pennies for Power initiative during the construction of the plant. Mr. Devlin thanked the BWL for choosing their members to build the state of the art \$182 million REO Town Co-Generation Plant and Headquarters.

General Manager Lark thanked the Michigan Building and Construction Trades & Council on behalf of everyone at the BWL and the Board of Commissioners.

Chair Zerkle stated that she couldn't be prouder of the Michigan Building and Construction Trades & Council and that the project was on time and on budget which could not have been accomplished without the Trade Council.

PUBLIC COMMENTS

MEMBERS OF THE PUBLIC ARE WELCOME TO SPEAK TO THE BOARD ON ANY AGENDA SUBJECT. ANYONE WISHING TO COMMENT ON ANY MATTER NOT ON THE AGENDA MAY DO SO IMMEDIATELY PRIOR TO ADJOURNMENT.

Ron Byrnes, Business Manager of IBEW Local 352, stated concerns about the proposed increase in the employees premium sharing percentage that is being considered on today's agenda and asked that the Board of Commissioners take into consideration the employees small wage increase over the past years and the increased health care cost that is reducing employees' wages.

COMMUNICATIONS

- a. Letter from State Representative Andy Shor congratulating the BWL on the new REO Town Headquarters & Plant

Received and Place on File

COMMITTEE REPORTS

COMMITTEE OF THE WHOLE

June 11, 2013

The Committee of the Whole of the Lansing Board of Water and Light met at the Executive Offices located at 1232 Haco Dr., Lansing, MI, at 5:30 p.m. on Tuesday, June 11, 2013.

Committee of the Whole Chair Dennis M. Louney called the Committee of the Whole meeting to order and asked the Corporate Secretary to call the roll.

Present: Commissioners Dennis M. Louney, Margaret Bossenbery, Tony Mullen, Anthony McCloud, David Price, Tracy Thomas, Cynthia Ward and Sandra Zerkle.

Absent: None

Public Comments

There was no Public Comment

Approval of Minutes

Motion by Commissioner Price, Seconded by Commissioner Ward to approve the Committee of the Whole meeting minutes of May 14, 2013.

Action: Motion Carried

Update on REO Town

General Manager Lark stated that the REO Town project is on time and on budget. The plant will go commercial on July 1st and a member of the Board of Commissioner's or the Mayor will bring the facility on line on July 1. General Manager Lark stated that on July 1st tours of

the facility will be provided and the power plant is expected to be fully operational at that time.

Communications Director Stephen Serkaian provided the Commissioners with an invitation to the Board of Water & Light's "Going Commercial" ceremony to take place on July 1, 2013. He reviewed the events that will take place on that day beginning with the opening ceremony in the Depot, followed by the new cogeneration plant being switched on with guided tours to follow. Also as part of the day's events, the Lansing Chamber of Commerce will host their Economic Club luncheon at the Board of Water & Light's new facility site. There will also be another chance for the public to view the new facility between 1:30 p.m. and 3:00 p.m.

Mr. Serkaian informed the committee that on the Sunday before the new facility opening, the Lansing State Journal is planning a special insert in their newspaper that will focus on the new plant and tell the comprehensive story about the REO Town project. Also, the Wednesday before the new Cogeneration plant goes live the City Pulse will feature a story regarding the REO facility.

Health and Wellness Plan

Brankie Ekren, General Counsel and Director of Employment Affairs, stated that a few years ago the Board of Water & Light kicked off a robust health and wellness program called "Be Well for Life" "BWL", and since that kick off there have been some changes and improvements to the program. Ms. Ekren introduced Michael Flowers, Director of Personal Policy Development and Organizational Training Development who provided an update on the program's changes.

Mr. Flowers stated that BWL's Health and Wellness program began in 2011 with a company out of Denver, Colorado but have since discontinued that partnership and are now partnering with Sparrow Health System. Mr. Flowers reviewed the status of the BWL Health and Wellness Program, the Program Objectives, the Action Plan and the Be Well at Work Health Management system. He stated the employees are pleased with the improvements including the fact that partnering with Sparrow provides a presence closer to home.

City Fire Hydrants and Street Lights (With Resolution)

General Manager Lark introduced a Resolution for the Board's consideration that would increase the Board of Water & Light's annual contribution to the City of Lansing's payment in lieu of taxes (PILOT) to 6.1%.

General Manager Lark shared with the Commissioners a letter he received from Mayor Bernero requesting that fire hydrant charges be passed onto individual customers, a task that is commonly performed by the BWL for surrounding municipalities. Mr. Lark stated that he would request Ms. Susan Devon, Assistant General Manager and Chief Financial Officer, to implement charges pursuant to that letter to individual customers. Mr. Lark stated that rates have not been finalized as of yet and this process does not require action from the Board of Commissioners', it is implemented by the City.

The Committee considered two resolutions, one provided in their electronic packet, and the other presented at the meeting. The resolution presented at the meeting contained language which spoke generally to the “sense of the Board of Commissioners”. Both resolutions increased the PILOT to 6.1%.

Motion by Commissioner Zerkle , **Seconded** by Commissioner Price to move the Resolution forward that includes the language of the “sense of the Board of Commissioners” to the full Board for consideration.

Following the Motion, there was lengthy discussion which concluded with Commissioner Zerkle, withdrawing her motion for the Board to consider the resolution that included the “sense of the Board” language.

Motion by Commissioner Zerkle, **Seconded** by Commissioner Price, to forward to the full Board the resolution that was presented in the electronic packet which did not contain the language that spoke to the “sense of the Board” for consideration and would increase the PILOT payment to 6.1%.

Action: Motion Carried (7 to 1 vote)

Commissioner Price suggested that a cover letter be sent after the Board’s consideration and full passage of the Resolution expressing the “sense of the Board of Commissioners” that this agreement should not be invaded during the pendency of its agreed term time.

Other

Chair Zerkle informed the Committee that she participated in a meeting along with Administration, BWL’s insurance companies and BWL Retirees to address some of the issues that retirees say they are experiencing with new insurance procedures. Chair Zerkle stated that there was good discussion at the meeting and believes that all issues will be addressed.

Dennis M. Louney stated that it was another successful Chili Cook-Off and commends everyone who worked on that.

General Manager Lark said that Calvin Jones really brought home the numbers for the Chili Cook-Off this year, it was the was most successful one ever.

Tracy Thomas said that the First Step Program reception was well done and congratulated the Board of Water & Light for showcasing Lansing area kids.

Excused Absence

None

Adjourn

On Motion by Commissioner Price, Seconded by Commissioner Ward, the meeting adjourned at 6:38 p.m.

Respectfully Submitted
Dennis M. Louney, Chair
Committee of the Whole

FINANCE COMMITTEE

June 11, 2013

The Finance Committee of the Board of Water and Light met in the Executive Offices located at 1232 Haco Dr., Lansing, MI, at 6:44 p.m. on Tuesday, June 11, 2013.

Finance Committee Chairperson Margaret Bossenbery called the meeting to order and asked the Corporate Secretary to call the roll. The following members were present: Commissioners Margaret Bossenbery, Dennis M. Louney, Tony Mullen, David Price and Alternate Committee Member Cynthia Ward. Also present was Board Members Anthony McCloud and Sandra Zerkle.

Absent: None

Public Comments

There was no Public Comment.

Approval of Minutes

Motion by Commissioner Price, seconded by Commissioner Louney to approve the Finance Committee meeting minutes of May 14, 2013.

Action: Carried Unanimously

External Audit Communication to the Board – Presented by Plante & Moran

General Manager Lark introduced external auditor Doug Rober, Partner with Plante Moran (P&M) and Brett Oumedian, Manager with P&M, who reviewed and presented the Auditing Process.

Mr. Rober said this is the beginning of the audit process and part of that process is to meet and present governance with a projected audit process summary.

Mr. Oumedian of Plante Moran, stated that the scope of the Audit that will be performed is to express an opinion of the financial statements of the Board as well as each of the pension plans. He stated there will also be a management letter or significant deficiency letter if required at the end of the engagement, ultimately issuing an AU260 communication letter.

Mr. Oumedian reviewed Management's responsibility in the Audit process as well as the following:

- Audit Process
- Auditor Responsibility
- Management Responsibility
- Testing Phases
- Required Discussion Points
- Significant Risk Misstatement
- Responses to Significant Risk Misstatement
- Additional Required Discussion Points
- Communication to those Charged with Governance

Finance Chair Bossenbery was indicated as the appropriate contact person for questions or concerns.

Mr. Rober asked the Board of Commissioners if there were any areas of concern that warrant attention or additional procedures.

In response to Mr. Rober's question the Board of Commissioners stated no areas of concern.

Internal Audit Proposed Plan for FY 2014

Internal Auditor Phil Perkins, presented an overview of :

Internal Auditor Status Update

- FY 2013 Audit Plan Progress Report
- Plan/Forecast for Remainder of Year
- Other Upcoming Items

FY 2013 Audit Plan Progress Report

Audits Completed or in Progress:

1. Reo Town Contracting and Payments Review
 - Complete; report issued.
2. Cash Receipts & Collections
 - Complete; report issued.
3. Company Insurance & Claims
 - Complete; report issued.
4. Energy Risk Management
 - Financial Report to be issued shortly; about complete.
5. Materials Issues and Returns
 - Draft Report to be issued shortly; audit 95% complete.

Other Engagements:

1. Time Reporting Reviews #1 & 2-complete.
2. Surprise Cash Counts #1 & 2-complete.
3. IT Preliminary Risk Assessment – in progress throughout FY 2013

Required Periodic Review Items:

1. Internal Audit Charter – no recommended changes to the charter as written.
2. Quality Assurance Improvement Program – Internal Audit procedures were reviewed and updated as needed.

Draft FY 2014 Audit Plan

Basis for plan:

1. Risk assessments and scores for each of 100-plus auditable activities at BWL.
2. Consideration of rotational audits, audit areas with risk/scoping assessments, first-time audits, etc.
3. Review and input by management.
4. Selection of the top audit candidates based on (1) through (3) above.

Planned Audits:

Estimated Hours

Software Licensing Compliance	400	
Accounts Payable	400	
Records Retention Management	400	
Fuel Procurement	400	
Close the Books Processes and Controls	400	
Other Engagements:		
Surprise Cash Counts (2)	40	
Time Reporting Reviews (2)	160	
IT Preliminary Risk Assessment (continued from FY2013)	200	
Potential Consulting or Other Engagement	100	
Total Estimated Hours	<u>2,500</u>	
Resource	Position	Available Hours
Phil Perkins	Director of Internal Audit	1,500
Charles Moore & Associates	Augmented IA services	1,000
Total Hours		<u>2,500</u>

Motion by Commissioner Louney, seconded by Commissioner Price, to maintain the Internal Audit Charter as currently written.

Action: Carried Unanimously

Internal Auditor Perkins informed the Committee that he recently made some changes to the Internal Auditing procedures and would provide the Commissioners with an electronic list of the changes.

Excused Absence

None

Other

None

Adjourn

On Motion by Commissioner Price, seconded by Commissioner Louney, the meeting adjourned at 7:14 p.m.

Respectfully submitted

Margaret Bossenbery, Chair
Finance Committee

NOMINATING COMMITTEE MINUTES

June 26, 2013

The Nominating Committee of the Lansing Board of Water and Light met at the Executive Offices, Conference Room, located at 1232 Haco Dr., Lansing, MI at 5:00 p.m. on Tuesday, June 26, 2013.

Nominating Committee Chair Tony Mullen called the meeting to order and asked the Corporate Secretary to call the roll. The following committee members were present: Commissioners Marge Bossenbery, Anthony McCloud, Tony Mullen and Tracy Thomas.

Absent: None

Approval of Minutes

Motion by Commissioner Thomas, seconded by Commissioner McCloud to approve the Nominating Committee meeting minutes of June 26, 2012.

Action: Motion Carried

Public Comment

There were no public comments.

Nominate Board Officer Candidates for FY 2013-2014

The Nominating Committee met to review the Commissioner Survey responses for consideration of board officer nominations for the Board of Water & Light Board of Commissioner's Chair and Vice Chair for fiscal year 2013-2014.

Nominating Committee Chair Mullen opened the floor for nominations.

After a lengthy discussion the following motion was made:

Motion by Commissioner Bossenbery, seconded by Commissioner McCloud, that the Nominating Committee forward a slate of officers to the full Board for consideration which consist of the interested candidates for the Chair position, Sandra Zerkle and Cynthia Ward and interested candidates for Vice Chair position, Dennis M. Louney and David Price.

Action: Carried Unanimously

There was discussion regarding the method of voting.

There being no further business, the meeting adjourned at 6:20 p.m.

Respectfully submitted,
Tony Mullen, Chair
Nominating Committee

HUMAN RESOURCE COMMITTEE
July 16, 2013

The Human Resource Committee of the Lansing Board of Water and Light met at the Executive Offices, Lansing beginning at 4:30 p.m. on Tuesday, July 16, 2013.

Human Resource Committee Chairperson Tracy Thomas called the meeting to order and asked the Secretary to call the roll. The following members were present: Commissioners Tracy Thomas, Anthony McCloud (arrived @4:35), Cynthia Ward and Sandra Zerkle. Also present: Commissioners Bossenbery, Dennis M. Louney (Alternate) and Tony Mullen.

Absent: None

Public Comments

There were no public comments.

Approval of Minutes

Motion by Commissioner Ward, seconded by Commissioner Zerkle to approve the Human Resource Committee meeting minutes of May 21, 2013.

Action: Carried unanimously.

Impact of Patient Protection and Affordable Care Act

General Manager Lark stated that the Patient Protection and Affordable Act (PPACA) plan is the House and Senate plan that was signed into law by the President Obama, this plan is called the Healthcare Act. General Manager Lark said the Healthcare Act is something that we at the Board of Water & Light (BWL) comply with. He stated by the year 2018 there are some new provisions that must be complied with regarding our health care. Mr. Lark generally discussed various aspects of the Affordable Health Care Act and noted that there is a penalty assessed under the Act if we exceed certain caps.

General Manager Lark stated that he is bringing this matter to the Board's attention because there will have to be some decisions made in the next 4 years as to how we are going to meet and maintain compliance with the Act. No decisions need to be made this calendar year; this is just to let the Board know what is happening and that we will continue to be on track. General Manager Lark reviewed the following:

- Requirements Already Implemented by the BWL in 2011/2012
- Upcoming Requirements
- New Fees
- Excise Tax Projections
- Excise Tax Alternatives
- Plan Design Changes Needed
- Buy Up Approach
- Pass Along Excise Tax

- Excise Tax Projected Exposure

PA 152 (Premium Sharing Percentage)-Resolution

This is an update of what was presented to the Board of Commissioners last year regarding PA 152, which caps the amount a public employer, including municipal utility companies, may pay for employee health care insurance. General Manager Lark stated that if the BWL chooses to do nothing about PA 152 requirements, then we have a hard cap automatically applicable. Last year the Board voted on one of the 3 available options and that was to exempt us entirely from the Act and implement a 10% premium sharing cost, which was an increase from a 5% premium sharing that was in effect at the time.

General Manager Lark reviewed the details and cost (with various percentages) for the following available options:

- Limit expenditures on health care cost based on a schedule of dollars provided in the Act (the Hard Cap)
- Limit expenditures to an 80/20 percentage split with a majority vote (or)
- Exempt itself entirely from the Act through a 2/3 majority vote. With a 2/3 majority vote, the Board could then implement premium sharing in an amount desired.

After a lengthy discussion regarding PA 152 requirements and the effect on employees the following motion was made:

Motion by Commissioner Ward, seconded by Commissioner McCloud, to forward the resolution for the implementation of a 15% premium sharing for all active employees for medical benefits to the full Board for consideration.

Action: Motion Carried

Retirement Health Savings Plan

General Manager Lark presented the committee with information on Health Care Retirement Savings Accounts (HRA), a new hire retiree structuring alternative. He said alternative retiree health care plans are being considered due to the rising cost of health care for retirees.

There are many ways to do HRA's, and again this plan is only being considered for new hires. Instead of paying health care cost the way that it is currently being done, a certain amount of money would be put into each new hire's retirement saving account every year and as that amount is invested over the years the money in the account would grow. So instead of a Defined Benefit plan where we guarantee the benefits that a retiree would receive, we would participate in a Defined Contribution plan that would be managed by the employee. To sum it up; new employees would receive contributions into a HRA during employment that would be used, along with earnings on those funds, to purchase health care at retirement.

General Manager Lark stated that he is presenting this information to get a sense of how the Board feels about this alternative plan. He said that his staff is continuing to evaluate an HRA and other options to mediate future rising health care cost.

Commissioner Louney stated that based on the Affordable Care Act, moving forward there are some structures in place that were not in place a few years ago and it bodes well for us to look at examining this alternative; it is something that needs to be pursued.

Human Resource Chair Thomas thanked Mr. Lark for presenting this information and stated that the issue will be revisited in the future.

Other

General Manager Lark provided an update on an incident that took place last Friday afternoon involving a Board of Water & Light employee who was injured.

General Manager Lark stated that it is extremely warm out and all Units are operating well.

Adjourn

There being no further business, the Human Resource Committee meeting adjourned at 6:00 p.m.

Respectfully submitted,
Tracy Thomas, Chair
Human Resource Committee

MANAGER'S RECOMMENDATIONS

General Manager Lark respectfully asked that the following Resolutions be considered for approval.

RESOLUTION #2013-07-01

To Amend the Return on Equity Agreement
Between the City of Lansing and
the Board of Water and Light

WHEREAS, the City of Lansing (the City) provides to the Lansing Board of Water and Light (the Board) use of its streets, alleys, bridges, and other public places without compensation and the Board, as an agency of the City, is exempt from property taxation, and;

WHEREAS, since 1972 the Board has contributed to the City an annual amount as a return on equity as payment in lieu of taxes (PILOT) and;

WHEREAS, The Board and the City entered into an agreement (Attachment A) on June 30, 1992 for annual payment of a return on equity for ten years commencing on July

1, 1992 in the amount of 4% of net billed retail sales from electric, water, and steam, and;

WHEREAS, on December 17th, 2001, the Board and the City modified the agreement by Amendment No.1(Attachment B) to extend the terms and other provisions of the agreement for ten more years commencing on July 1, 2002 in the amount of 4% of its revenues from retail and wholesale sales of chilled water, electric, steam, and water utilities, and;

WHEREAS, upon the expiration of Amendment No.1 on June 30, 2012, the Board and the City modified the agreement by Amendment No. 2 (Attachment C) to extend the terms and other provisions of the agreement for five more years commencing on July 1, 2012 in the amount of 5% of its revenues from retail and wholesale sales of chilled water, electric, steam, and water utilities, and;

WHEREAS, the Board and the City desire to extend the current agreement by an additional year and increase the PILOT to 6.1% for the remaining agreement term with Amendment No.3,

RESOLVE that the Board extend its agreement with the City by an additional year for a five year period commencing on July 1, 2013 and expiring June 30, 2018 with Amendment No. 3,

FURTHER RESOLVED with Amendment No.3 the amount of the PILOT for the remaining term of the agreement shall be 6.1% of its revenues from retail and wholesale sales of electric, water, steam, and chilled water utilities.

Motion by Commissioner Ward, seconded by Commissioner Louney, to approve the resolution extending the PILOT agreement with the City of Lansing until 2018 with a 6.1% return on equity.

Action: Motion Carried (6/1 Vote)

RESOLUTION #2013-07-02

To Amend Employer Contribution to
Medical Benefit Plans

WHEREAS, Governor Rick Snyder, on September 27, 2011, signed legislation known as the "Public Funded Health Insurance Contribution Act", Public Act 152 of 2011 limiting the amount public employers may pay for government employee medical benefits, and;

WHEREAS, Public Act 152 of 2011 took effect January 1, 2012 and applies to all public employers including the Lansing Board of Water & Light, and;

WHEREAS, Public Act 152 of 2011 created a “hard cap” for medical benefit plan coverage year beginning January 1, 2012, so that a public employer may not pay more of the annual costs for medical benefit plans than a total equal to \$5,692.50 for single person coverage, \$11,385 for individual and spouse coverage, and \$15,525 for family coverage adjusted October 1, 2013. These caps are to be adjusted by October 1 each year to apply to the following calendar year, based on the change in the medical care component of the United States consumer price index (CPI), and;

WHEREAS, by a majority vote of its governing body, a public employer may opt-out of the hard cap and into an 80% cap option where the public employer may not pay more than 80% of the total annual costs of all the medical benefit plans for its employees, and;

Whereas, by a 2/3 vote of its governing body each year, a local unit of government may exempt itself from the requirements of Public Act 152 of 2011 for the next year, and;

WHEREAS, the Board of Commissioners met on July 24th 2012 and passed a resolution (#2012-07-01) to exempt itself from the requirements of Public Act 152 of 2011 and implemented a 10% premium sharing, and;

RESOLVE that the Board by at least 2/3 vote desires to exempt itself from the requirements of Public Act of 2011 for the upcoming benefit plan year, effective September 1, 2013.

FURTHER RESOLVE that the Board desires to implement a 12% premium sharing for all active employees for medical benefits effective September 1, 2013

Motion by Commissioner Ward, Seconded by Commissioner Thomas to exempt the Board of Water & Light from the PA152 requirements by voting with a 2/3 decision.

Action: Carried Unanimously (7/0 Vote)

Motion by Commissioner Thomas, Seconded by Commissioner Louney, to amend the proposed Resolution to implement a 12% premium sharing percentage instead of 15% and to adopt the Resolution with the amendment.

Action: Motion Carried

UNFINISHED BUSINESS

There was no Unfinished Business

NEW BUSINESS

Nominating Chair Mullen stated consistent with the committee report, the Nominating Committee voted unanimously to forward a slate of officers, which consist of all the interested candidates for the position of Chair and Vice Chair to the full Board for consideration. Since the meeting of the Nominating Committee, voluntary withdrawals for candidate consideration have been received. As a result the proposed slate of officer candidates for Fiscal Year 13-14 will be:

Sandra Zerkle serving as Chair

And
Dennis M. Louney serving as Vice Chair

As procedure Nominating Committee Chair Mullen asked if there were any nominations from the floor for the positions of Chair or Vice Chair. There were no nominations from the floor and Nominations were closed.

Moved by Commissioner Ward and supported by Commissioner McCloud to approve the proposed slate of officers as such, Sandra Zerkle as Chair and Dennis M. Louney as Vice Chair.

Chair Zerkle stated that the Executive Committee consists of the Chair, Vice Chair and Past Chair as well as another member of the Board. At this point there is no Past Chair presently serving on the Board leaving two positions open that need to be filled in order to make the Executive Committee complete.

Motion by Commissioner Thomas and seconded by Commissioner Louney to nominate Tony Mullen and Cynthia Ward as the two members of the Executive Committee.

Action: Motion Carried

Chair Zerkle thanked everyone for their support and stated that this is a great Board to be serving on.

Commissioner Bossenbery stated that she would like to look into forming committee to examine the nominating process and establish some guidance for those serving on the committee.

Chair Zerkle stated that she would take that suggestion in to consideration.

RESOLUTIONS



RESOLUTION #2013-07-03 **NEW BOARD MEETING LOCATION**

RESOLVED, That regular meetings of the Lansing Board of Water & Light's (BWL) Board of Commissioners are hereby set for the remainder of the calendar year 2013 as follows, unless otherwise notified or as a result of date conflicts with rescheduled City Council meetings:

2013

BWL Board Commissioners

2013 Remaining Regular Board Meeting Schedule

Tuesday	September 24
Tuesday	November 19

Meetings will be held in the Board Room located in the Board of Water & Light's REO Town Depot located **1201 S. Washington**, Lansing, MI, at 5:30 p.m.

RESOLVED FURTHER, That a notice of the meeting schedule be published in the Lansing City Pulse the week of August 18, 2013.

Motion by Commissioner Ward, Seconded by Commissioner Thomas, to approve the Resolution for the BWL Board of Commissioners 2013 remaining Regular Board meeting dates to be held at the new REO Town Depot facility located at 1201 S. Washington, Lansing, MI 48910.

Action: Motion Carried

RESOLUTION #2013-07-04

Appointment of the Charter Position of Director and General Manager

The Board's Rules of Administrative Procedures specify that the Board is to appoint a Director and General Manager, Internal Auditor, and Corporate Secretary, respectively at its first regular meeting following July 1st of each year or as soon thereafter as may be appropriate.

RESOLVED, That the Board of Commissioners hereby appoints the following individual to the Charter position of Director and General Manager for fiscal year 2013-2014, or, until a successor is appointed, whichever last occurs:

J. Peter Lark, Director and General Manager

Motion by Commissioner Thomas, Seconded by Commissioner McCloud to reappoint J. Peter Lark to the Charter position of Director and General Manager for fiscal year 2013-2014.

Action: Motion Carried

RESOLUTION #2013-07-05

Appointment of the Charter Position of Internal Auditor

The Board's Rules of Administrative Procedures specify that the Board is to appoint a Director and General Manager, Internal Auditor, and Corporate Secretary, respectively at its first regular meeting following July 1st of each year or as soon thereafter as may be appropriate.

RESOLVED, That the Board of Commissioners hereby appoints the following individual to the Charter position of Internal Auditor for fiscal year 2013-2014, or, until a successor is appointed, whichever last occurs:

Philip Perkins, Internal Auditor

Motion by Commissioner Bossenbery, Seconded by Commissioner Thomas to reappoint Philip Perkins to the Charter position of Internal Auditor for fiscal year 2013-2014.

Action: Carried unanimously

RESOLUTION #2013-07-06

Appointment of the Charter Position of Corporate Secretary

The Board's Rules of Administrative Procedures specify that the Board is to appoint a Director and General Manager, Internal Auditor, and Corporate Secretary, respectively at its first regular meeting following July 1st of each year or as soon thereafter as may be appropriate.

RESOLVED, That the Board of Commissioners hereby appoints the following individual to the Charter position of Corporate Secretary for fiscal year 2013-2014, or, until a successor is appointed, whichever last occurs:

M. Denise Griffin, Corporate Secretary

Motion by Commissioner Mullen, Seconded by Commissioner Ward, to reappoint M. Denise Griffin to the Charter position of Corporate Secretary for fiscal year 2012-2013

Action: Motion Carried

Chair Zerkle presented Corporate Secretary Griffin with a Certificate of Appreciation in recognition of completing 5 years of service to the Board of Water & Light.

MANAGER'S REMARKS

General Manager Lark congratulated Chair Zerkle and Dennis M. Louney on their reappointments. He also congratulated Ms. Griffin on her 5 year certificate. Mr. Lark thanked the Board of Commissioners for all of their support regarding the REO Town project, He stated this was a very fine project and it was done on time and on budget.

COMMISSIONERS' REMARKS

Chair Sandra Zerkle stated that Mr. Lark should be very proud of him-self with regards to the REO Town project. She said this was a group effort but it was Mr. Lark's vision. This will be a great landmark for the City of Lansing. She thanked Commissioner Thomas and his committee for of the work on the employee's evaluation process.

Commissioner Ward congratulated Sandra Zerkle and Dennis M. Louney on continuing in their positions as Chair and Vice Chair. She also thanked Chair Zerkle for her vote of confidence in appointing her to the Executive Committee.

Commissioner Thomas, apologized for not attending the REO Town opening as he had obligations out of State. Commissioner Thomas said for the record that he agrees with Commissioner Bossenbery's suggestion regarding guidance for the nominating committee process. He also congratulated Sandra Zerkle, Dennis M. Louney, Cynthia Ward and Tony Mullen on their appointments. Commissioner Thomas congratulated Legal Counsel Brandie

Ekren for a job well done, especially over the last 3 months with assisting the Human Resource Committee; she is fair, firm and instructional.

Dennis M. Louney said that he is honored to be reappointed as Vice Chair and it is an honor to serve on this Board. He congratulated all appointees. He also congratulated General Manager Lark and said that leadership makes a difference and it shows, and the co-generation plant was a perfect example of making history in our state and it is an honor to be a part of that.

EXCUSED ABSENCE

On **motion** by Commissioner Ward, seconded by Commissioner Thomas to excuse Commissioner Price from tonight's meeting.

PUBLIC COMMENTS

Audrey Kingdon, Haslett Mi, property manager of apartments located at 1127 N. Hagadorn, E. Lansing, MI, spoke about resident's concerns in regard to the increased cost of their electric utility service.

General Manager Lark referred Ms. Kingdon to Bob Perialas, Manager of Customer Service.

David Walton, Lansing, MI, said that he was here representing the Kappa Alpha Psi Lansing Alumni Chapter and was seeking partnership with the Board of Water & Light for a one day job shadowing opportunity and other sponsorship opportunities.

General Manager Lark referred Mr. Walton to Calvin Jones, Director of Public Relations and Diversity.

Mary Bradey, representing the "Clean Water Action in Lansing Can Do Better Coalition", congratulated the Board of Water & Light on the co-generation plant and moving the city away from the use dirty fossil fuels. She said that she would like to encourage public participation in the community energy process.

Ron Byrnes, Business Manager of IBEW Local 352, thanked the Board of Commissioners for taking action regarding PA152. Mr. Byrnes spoke about an employee who was injured and asked that we keep him in our prayers.

ADJOURNMENT

On motion by Commissioner Ward, seconded by Commissioner Bossenbery the meeting adjourned at 6:16 p.m.

M. Denise Griffin, Corporate Secretary

Preliminary Minutes filed (electronically) with Lansing City Clerk: August 2, 2013
Official Minutes filed (electronically) with Lansing City Clerk: October 2, 2013