

Regular Meeting  
Board of Public Works  
Water Warehouse  
March 10, 2026

The regular meeting of the Board of Public Works Commission was held at the BPW Water Warehouse, 330 E. Washington, Tuesday, March 10, 2026. Chairperson Boerman called the meeting to order at 3:30 p.m.

PRESENT: Commissioners – Chairperson Boerman, Vice Chair Cooney, Query, VanAst,

Walters ABSENT: Commissioners – None

Staff Present: BPW General Manager Boatright; Electric Power Supply & Market Operations Manager Mulder; Water Operations Manager Postma, City of Zeeland  
ACM/Finance Director Plockmeyer, IT Manager Maloney, City of Zeeland Clerk DeVerney

Motion was made by Commissioner Walters and seconded by Commissioner Cooney to approve the minutes of February 10, 2026, and February 17, 2026, Regular Meetings. Motion carried. All voting aye.

**Public Comment**

None.

**Safety Minute**

Heart attack vs cardiac arrest.

26.016 Purchase Recommendation: Electric SCADA Server Replacement

IT Manager Maloney noted that the Zeeland Board of Public Works Electric SCADA (Supervisory Control and Data Acquisition) infrastructure supports critical operational systems. The existing SCADA application servers and replication server have reached end-of-life and are no longer within their recommended hardware lifecycle. Continued operation on aging infrastructure increases the risk of hardware failure, extended downtime, and limited manufacturer support options.

Enterprise server hardware pricing remains volatile due to global supply chain pressures, AI-driven data center demand and tariff impacts. These conditions have elevated equipment costs and reduced pricing predictability. Including a modest contingency is prudent to address potential fluctuations prior to final procurement.

**Proposal:**

The proposed refresh includes:

- Replacement of two virtual SCADA application servers
- Replacement of one virtual replication server
- Deployment of three new enterprise-class servers
- Elimination of two virtual domain controllers within the SCADA network
- Migration of hypervisors from VMware to Microsoft Hyper-V, reducing ongoing licensing costs
- Preservation of redundancy to maintain continuous SCADA operations

The cost per server is \$14,500, resulting in a base purchase total of:

3 servers × \$14,500 = \$43,500

A 5% contingency is recommended due to current market volatility:

5% contingency = \$2,175

Total not-to-exceed amount:

\$45,675

Capital funds previously requested and allocated include:

- \$35,000 for two SCADA servers
- \$15,000 for one replication server

Total capital allocation: \$50,000

Staff recommend that BPW proceed with the purchase of three replacement SCADA servers in an amount not to exceed \$45,675, which includes a 5% contingency to address potential pricing fluctuations, utilizing previously approved capital funds, and authorizing procurement through the MiDeal cooperative contract.

Motion was made by Commissioner Query and seconded by Commissioner Cooney to approve the purchase of three BPW Electric SCADA replacement servers from Dell, under MiDeal Contract pricing, in an amount not to exceed \$45,675.

26.017      Approve Cash Disbursements and Recommended Cash Transfers

Motion was made by Commissioner Query and seconded by Commissioner Walters to approve the January 2026 cash disbursements and the regular monthly transfers for the month of January 2026 as follows:

Cash and Investments as of:      January 31, 2026

	<u>Electric</u>		<u>Water</u>
Receiving	\$ 3,576,185	\$	375,952
Accumulated Debt Service (in Receiving Fund)	-		-
Plant Improvements and Contingencies	13,148,879		13,771.156
Bond and Interest Payment Reserve*	-		-
Totals	<u>\$ 16,725,064</u>		<u>\$ 14,147,108</u>

\*Reserve required per electric and water revenue bond ordinances.

Recommended Transfers for the Month:      January-26

	<u>Electric</u>	<u>Water</u>
Receiving	(\$57,645)	-
Accumulated Debt Service	-	-
Plant Improvements and Contingency	-	-
General Fund (per charter provision)	\$57,645	-

Notes on Recommended Transfers:

- 1 The annual operating transfer for FY 25-26 from the Electric Fund to the General Fund is a combination of 1% of net fixed assets as of June 30, 2024, and 1% of gross sales, less sales tax, for the year ended June 30, 2024, less any franchise payments. The annual operating transfer is divided into twelve monthly payments.
- 2 Assumed carrying amounts (minimum) in Receiving accounts are established at approximately 10% of budgeted operating expenses, before depreciation.

Electric = 10% of \$ 37,423,451 or approximately \$ 3,742,345

Water = 10% of \$ 4,721,757 or approximately \$ 472,176

- 3 No transfers are recommended for January 2026.

Motion carried. All voting aye.

### **Accounting, Finance & Customer Service Report**

ACM/Finance Director Plockmeyer updated the Board on current operations status, activities and projects which include:

#### **January 2026 Customer Metrics**

- Overdue/Disconnect Notices = 203
- Active Accounts = 8,006
- Total Bills Sent = 8,043
- Paperless Bills = 2,692
- Pre-Authorized Payment Customers = 2,219
- Invoice Cloud = 3,087
  - o Credit Card = 2,296
  - o EFT = 791

#### **December 2025 Customer Metrics**

- Overdue/Disconnect Notices = 239
- Active Accounts = 8,004
- Total Bills Sent = 8,269
- Paperless Bills = 1,566
- Pre-Authorized Payment Customers = 2,229
- Invoice Cloud = 2,992
  - o Credit Card = 2,224
  - o EFT = 768

**C&I Electric Meter Read Dates** – Over the next several months, we will be launching a campaign to transition our Commercial and Industrial customers from a 20th-of-the-month read date to an end-of-the-month read date. This change will result in customers receiving a normal bill, followed by a “long” bill of approximately 40 days, and then returning to a normal billing cycle.

As staff, we are approaching this transition with some excitement, as we see it as an opportunity to provide more accurate financial data since billing will better align with our expenses. We are currently working on customer communications for this transition and will begin by converting our BPW and City-owned accounts first. We expect to accomplish this change without any service outage to customers. Our goal is to complete all transitions prior to June 30.

**Downtown Trash Service Billing** – We are currently exploring the idea of transitioning the billing of downtown trash service (for those who use the centralized dumpsters in the north and south parking lots) to the BPW. We are considering this change due to the experience we are currently having with our trash hauler and the expectation that we may be able to reduce trash costs for downtown property owners.

Based on our understanding of SpryPoint, this would be a relatively simple billing item to administer. We will continue to keep the board informed as we further evaluate this option.

ACM/Finance Director Plockmeyer noted that at the Board’s February 17 special meeting, the BPW management team presented the proposed Fiscal Year 2026-2027 budget. Overall (electric and water combined), the Fiscal Year 2026-2027 budget is proposing overall net operating revenues of \$48,854,391, total operating expenses of \$51,874,487, and nonoperating income of \$3,870,074. In total the budget is proposing a net operating loss of \$849,978. The budget is also proposing to invest \$8,213,000 in capital projects.

Based on the board’s action, the next step will be to bring this budget to the Zeeland City Council for consideration at the end of March, with anticipated final approval by City Council at their May 4th meeting.

Motion by Commissioner Query and seconded by Commissioner VanAst to approve the Fiscal Year 2026-2027 budget as presented. All voting aye.

**Water Department Report**

Water Operations Manager Postma updated the Board on activities, current operations status, and projects which include:

- Meter replacement program
- Galvanized Service Line Replacement Program
- Other work projects
- Water Administration Projects

**Transmission & Distribution Department Projects Update**

Electrical Transmission & Distribution Manager Coots updated the Board on current activities including:

- City Undergrounding Projects
- Fairview Circuit Breaker Replacement
- Outage Statistics

**26.019 Fairview Substation 69kV Breaker Replacement – Construction Bids**

This project involves replacing three (3) existing 69kV circuit breakers at the Fairview Substation. These breakers have been targeted for replacement due to their age and increasing maintenance requirements, which presents a growing risk to system reliability and service continuity. Preventative maintenance reports from previous years have documented the degradation of this equipment, and staff have determined that replacement is the most reliable long-term solution.

The selected contractor will be responsible for assembling and installing the new circuit breakers, including retrofitting existing foundations, modifying and terminating control wiring, and completing associated installation work necessary to place the new breakers into service. This work will utilize the breakers previously approved and purchased by the Board.

A bid alternate option was requested to obtain pricing for the proper disposal of the existing circuit breakers after removal and was not required as part of the base bid.

Upon completion of construction, staff will coordinate testing and commissioning activities to ensure the new breakers are fully operational and integrated into the substation system.

Bidder Name	Quote	Meets Specification	Comments
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Kent Power	Base Bid: \$85,780 Bid Alternate: \$27,815	YES	RECOMMEND BOTH
Newkirk Electric	Base Bid: \$164,040 Bid Alternate: N/A	YES	

Motion by Commissioner Cooney and seconded by Commissioner Query to approve the base bid and bid alternate for construction at Fairview Substation from Kent Power in the amount of \$113,595 for the Fairview 69kV Breaker Replacement Construction Services.

**Power Production and Buildings & Grounds Department Report**

Power Supply & Market Operations Manager/Utilities Manager Designee Mulder updated the Board on activities, current operations status, and projects which include:

- Operations & Power Supply – January 2026
- Renewable Energy Credits (RECS): January 2026
- Projects & Department Updates
  - o Gregg Schmidt – Electric System Operator II Certification
  - o Integrated Resource Plan (IRP) Update & Stakeholder Engagement Project
  - o MPPA BTMG Initiative
  - o Power Plant Natural Gas Main Replacement Project
  - o Employee Retirements
  - o APPA Legislative Rally
  - o Remembering Keith Parrott, MPPA Staff
- Buildings & Grounds
  - o BPW Office Remodel & Expansion Project
  - o General Facilities Work

**Other BPW Business**

Power Supply & Market Operations Manager/Utilities Manager Designee Mulder updated the Board on current activities including:

- Electric SCADA Server Replacement

**Upcoming Events**

- **Next Regular ZBPW Board Meeting, Tuesday, April 14, 2026, 3:30 p.m., Water Warehouse Meeting Space, 330 E. Washington Ave, Zeeland**
- Power Supply Strategic Planning and Stakeholder Engagement Initiative Stakeholder Working Group Meeting #3, Thursday, March 19, 2026, 4:00 – 6:00 p.m., HML North Activity Room
- MMEA Legislative Reception, Wednesday, April 15, 2026, 11:00 a.m. – 1:00 p.m., Lansing, MI
- Zeeland Citizen’s Academy, Wednesdays, April 15 - May 20, 2026, Graduation – June 1, 2026
- ZBPW Business & Industry Breakfast, Thursday, April 23, 7:30 – 9:00 a.m., Howard Miller Community Center Banquet Room
- MPPA Stakeholders Meeting, Thursday, May 14, 12:00 noon to 6:30 p.m., Frederik Meijer Gardens

Motion was made and supported that the regular meeting adjourned at 5:02 p.m. Motion carried. All voting aye.

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*Kristi DeVerney, City Clerk*

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