

1 **MINUTES OF THE REGULAR MEETING OF THE**  
2 **THE BOUNTIFUL CITY POWER COMMISSION**  
3 **May 25, 2021 - 8:00 a.m.**

4  
5 **Those in Attendance**

6  
7 **Power Commission**

8 Jed Pitcher, Chairman  
9 Susan Becker\*  
10 Dan Bell  
11 Richard Higginson, City Council Rep.  
12 David Irvine  
13 John Marc Knight\*  
14 Paul Summers

8 **Power Department**

Allen Johnson, Director  
Jay Christensen  
Alan Farnes  
David Farnes  
Jess Pearce  
Luke Veigel

15 **Recording Secretary**

Nancy Lawrence

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17  
18 \*Attended electronically via Zoom, Meeting # 939-2329-5437, in conformance with  
19 COVID-19 guidelines and restrictions.  
20

21 **WELCOME**

22 Chairman Pitcher called the meeting to order at 8:00 a.m. and welcomed those in  
23 attendance. Allen Johnson took roll call. Commissioner Bell offered the invocation.  
24

25 **MINUTES –MARCH 23, 2021**

26 Minutes of the Joint Meeting of the Bountiful City Council Power Committee and  
27 the Power Commission held April 13, 2021 were presented and unanimously approved as  
28 corrected on a motion made by Commissioner Summers and seconded by Councilman  
29 Higginson. Commissioners Becker, Bell, Irvine, Knight, Pitcher and Summers, and  
30 Councilman Higginson voted “aye”.  
31

32 **BUDGET REPORT – YEAR-TO-DATE 9-MONTH PERIOD ENDED 28**  
33 **FEBRUARY 2021**

34 Mr. Christensen presented the Budget Report for the Fiscal Year-to-date (YTD) 9-  
35 Month period ended 31 March 2021. Total revenues YTD were \$30,958,875, above its  
36 historically allocated budget (HAB) by \$339,336. Major items above or (below) budget  
37 included: Electric Metered Sales, \$358,847, above its HAB by 1.9%; Contribution in Aid to  
38 Construction, above its HAB by \$113,767; and Air Products, below its HAB by \$(193,918)  
39 with an average load factor of 52%.  
40

41 Total operating expenses YTD were \$27,665,120, below its HAB by \$1,525,719.  
42 Major items below their HABs included: Power Cost Expense, by \$853,638, due to careful  
43 purchasing and scheduling of power resources and selective use of the three turbines; Street  
44 Light expense, \$134,404; and Substation Expense, \$140,697, as budgeted items have not yet  
45 been completed.

1 Total capital expenditures YTD were \$692,723. Major items, excluding labor,  
2 included: \$255,430 for a new double bucket truck; \$292,128 for feeder #575; \$32,129 for  
3 The Cottages on Main St.; \$24,991 for the Renaissance Center; \$24,021 for feeder #272;  
4 \$15,509 for 500 W. Orchard; and \$14,498 for the 400 North Pump.

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6 Total Labor and Benefits Expense YTD (TL&B, included in Operating Expenses  
7 YTD and Capital Expenditures above) was \$3,384,424. As of 20 March 2021, (the last pay  
8 period in the YTD period), 72.1% or \$3,393,380 of the TL&B could have been spent and the  
9 actual TL&B was \$8,957 below that target.

10  
11 The Net Margin YTD was \$2,601,033 with high EMS, low power costs, and low  
12 other operating costs.

13  
14 Total cash and cash equivalents were \$19,255,970 at 31 March 2021, down  
15 \$(7,309,498) from \$26,565,468 at 30 June 2020. He reviewed major sources and (uses) of  
16 cash at month end. Chairman Pitcher asked about the required cash and cash equivalents  
17 reserve balance. Mr. Christensen referenced the Balance Sheet accounts (Operating and  
18 Capital Reserve Cash and Investment) where the requirement for March 2021 month end  
19 was \$17,716,000.

20  
21 Following a brief discussion, Commissioner Bell motioned to accept the Budget  
22 Report, Commissioner Irvine seconded the motion and voting was unanimous.  
23 Commissioners Becker, Bell, Irvine, Knight, Pitcher and Summers, and Councilman  
24 Higginson voted "aye".

25  
26 **EZ HAULER PURCHASE**

27 Mr. Pearce noted that he would be presenting a request for several pieces of equipment  
28 to be purchased and all are associated with the new Line Crew that has been included in next  
29 year's budget.

30  
31 The EZ Hauler is a backyard power pole installation machine which is vital for  
32 maintaining and replacing the backyard overhead distribution system operated by the  
33 department. It facilitates setting a new pole in just one day where without this equipment and  
34 doing the work by hand would take multiple days and multiply greatly the manpower needed.  
35 He said we currently have an EZ Hauler in the fleet manufactured by S.D.P. Manufacturing  
36 and it has been a great piece of equipment. To eliminate their 2020 inventory, S.D.P. is  
37 offering a \$14,000 price reduction on this unit if purchased now with a 2-to-3-week lead time.  
38 It is the recommendation of staff to purchase a new EZ Hauler from S.D.P. in the amount of  
39 \$195,320.25. There are funds in the current capital funds budget that can be used.

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41 Following a short discussion related to this equipment and the new crew that will be  
42 hired, Commissioner Summers made a motion to recommend approval to the City Council to  
43 purchase the EZ Hauler. Councilman Higginson seconded the motion and voting was  
44 unanimous. Commissioners Becker, Bell, Knight, Irvine, Pitcher and Summers, and  
45 Councilman Higginson voted "aye".

1 **TWO CAB AND CHASSIS PURCHASE APPROVAL**

2 Included in the FY 2021-22 budget are two cabs and chassis to be added to the fleet to  
3 support the new 3-man crew. The bid includes one 2022 Ford F-550, 4x4, diesel, crew cab  
4 and chassis, and one 2022 Ford f-550 4x4, diesel, regular cab and chassis. The crew cab will  
5 be used for the service truck to transport the three-man crew and their tools to the job site.  
6 The regular cab will be for a small new dump truck. Both vehicles will be used in the daily  
7 operation and maintenance of the electrical system.

8  
9 Bids were requested from two vendors, and it is the recommendation of staff to award  
10 the bid to Performance Ford Lincoln in the amount of \$101,414.80. Larry H. Miller Ford  
11 Lincoln had submitted to lowest bid, but discovered a mistake they had made in the bidding  
12 process which they were not willing to cover and they retracted their bid. It is the  
13 recommendation of staff to approve the purchase of one crew cab and chassis and one regular  
14 cab and chassis from Performance Ford Lincoln at a total price of \$101,414.80.

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16 Commissioner Irvine made a motion for the Power Commission to recommend to the  
17 City Council that the purchase of the two cabs and chassis be approved, as recommended by  
18 staff, in the amount of \$101,414.80. Commissioner Summers seconded the motion and voting  
19 was unanimous. Commissioners Becker, Bell, Irvine, Knight, Pitcher and Summers, and  
20 Councilman Higginson voted “aye”.

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22 **SERVICE BODY PURCHASE APPROVAL**

23 Also, to support the new three-man crew is a recommendation to purchase a service  
24 body to be used with the 2022 Ford F-550, 4x4, diesel, crew cab and chassis. A bid was  
25 requested from Mountain States Industrial Service (which has the State bid contract) for a  
26 Dakota service body. It is the recommendation of staff to purchase the new Dakota service  
27 body from Mountain States in the amount of \$41,573.00. Commissioner Irvine made a motion  
28 to recommend this purchase to the City Council. Councilman Higginson seconded the motion  
29 and voting was unanimous. Commissioners Becker, Bell, Irvine, Knight, Pitcher and  
30 Summers, and Councilman Higginson voted “aye”.

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32 **DUMP BED PURCHASE APPROVAL**

33 Mr. Pearce explained that the 2021-22 FY budget also includes the purchase of a small  
34 new dump truck. This vehicle is a new addition to our fleet to support the new 3-man line  
35 crew and will be used to haul road base, scrap materials, old poles, wire and logs, and tree  
36 removal projects, etc. A bid was requested from Semi Service Inc. (which holds the State bid  
37 contract) to provide a Rugby 3-4 yard dump body. It is the recommendation of staff to accept  
38 the bid from Semi Service, Inc. in the amount of \$17,251.67. This is a sole source bid.  
39 Commissioner Bell made a motion to recommend purchase of this dump body from Semi  
40 Service, Inc., as presented by staff. Commissioner Irvine seconded the motion and voting was  
41 unanimous. Commissioners Becker, Bell, Irvine, Knight, Pitcher and Summers, and  
42 Councilman Higginson voted “aye”.

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46 **3100 SOUTH CONTRACTOR BID APPROVAL**

1 Mr. Veigel reported that funds have been included in the 2021 FY budget to upgrade  
2 Feeder 575, which consists of rebuilding the overhead power line on 3100 South. This is a  
3 multi-year project which was started several years ago. The project includes replacing 25  
4 poles and installing new conductor and associated equipment. Seven self-supporting steel  
5 poles with cement foundations are a part of this project.  
6

7 An invitation to bid was sent out to four line construction contractors and it is the  
8 recommendation of staff to accept the low bid from Black and McDonald in the amount of  
9 \$616,243.00. The amount included in the budget for this item is \$450,000; however, another  
10 capital expenditure will be delayed to fund this project. Following a short discussion,  
11 Councilman Higginson made a motion to recommend to the City Council that the bid be  
12 awarded to Black and McDonald as presented. Commissioner Irvine seconded the motion  
13 and also requested that he be notified when a steel pole is being set so that he can observe the  
14 process. Voting on the motion was unanimous with Commissioners Becker, Bell, Irvine,  
15 Knight, Pitcher and Summers, and Councilman Higginson voting "aye".  
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#### 17 **STREET LIGHT REPAIR UPDATE**

18 Mr. Pearce reported that twelve (12) street light circuits are burned up and because of  
19 a moratorium on digging up streets between October 15 and April 15, this work is being done  
20 now. Due to the size of this project, it may take until July to complete the work. Completion  
21 of this work should provide a reliable system for 25-plus years.  
22

23 Mr. Johnson added that an outside contractor has been used, including the process of  
24 boring instead of jack hammering, which is a work-saver for the Street Department. It has  
25 also made it possible to complete the work more quickly than doing it in-house. In response  
26 to a question from Commissioner Irvine, Mr. Johnson said there are approximately 4-5 lights  
27 for each circuit that is in this project.  
28

#### 29 **COVID UPDATE**

30 Mr. Pearce reported that about 66 percent of BCL&P employees have been vaccinated.  
31 He estimated that when all employees who are willing to get vaccinated have received their  
32 shots, that number will be 70 percent. As per City policy, those employees who are not willing  
33 to get vaccinated cannot use sick leave if they become sick with COVID. Masks are no longer  
34 required. Mr. Johnson recognized that Zoom meetings have been requested for future Power  
35 Commission meetings and he will follow up to see if that can be achieved.  
36

#### 37 **RESOURCE SOLAR RATE**

38 Mr. Christensen reviewed the Report of Solar Customer Production & Usage for the  
39 rolling 12-month period through April 30, 2021. This totals for this report show an average  
40 lost revenue per customer per year of \$776.26 (*total* lost revenue of \$185,527 per year). He  
41 also pointed out that many of the solar customers are not producing power at a time that the  
42 City can use it – between 4 p.m. and midnight. Councilman Knight asked if there are any  
43 issues with air quality by running the plant more and Mr. Johnson indicated no. He said that  
44 an in-depth analysis of the City's use of solar and how to better manage this resource  
45 financially will be discussed in the next meeting.  
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*The following items were included in the packet, but not discussed in the meeting:*

**POWER SYSTEMS OPERATIONS REPORT**

- a. March 2021 Resource Reports
- b. April 2021 Lost Time/Safety Reports
- c. April 2021 Public Relation Reports
- d. April 2021 Outage Reports

**OTHER BUSINESS**

The APPA June Conference (June 20-23, 2021) will be held live in Orlando, Florida. Masks will be required.

The UAMPS member conference will be held in Squaw Valley August 15-18.

**NEXT POWER COMMISSION**

The next meeting of the Power Commission will be held on June 29, at 8:00 a.m.

**ADJOURN**

The meeting adjourned at 9:45 a.m. on a motion by Commissioner Summers and seconded by Commissioner Bell. Voting was unanimous with Commissioners Becker, Bell, Irvine, Knight and Summers, and Councilman Higginson voting “aye”.



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Jed Pitcher, CHAIRMAN

