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**MINUTES OF THE
BOUNTIFUL LIGHT & POWER COMMISSION
March 25, 2025 - 8:00 a.m.**

Those in Attendance

Power Commission

Susan Becker, Chairman
Dan Bell, Commissioner
David Irvine, Commissioner
Matthew Myers, Commissioner
Jed Pitcher, Commissioner
Cecilee Price-Huish, Councilwoman

Power Department

Allen Johnson, Director
Alan Farnes, Generation Supt.
David Farnes, Safety Director
Jess Pearce, Supt. of Operations
Luke Veigel, Engineer
Tyrone Hansen, Accountant
Nancy Lawrence, Recording Secretary

EXCUSED

John Marc Knight, Commissioner

VISITOR

Gary Davis

WELCOME

Chairman Becker called the meeting to order at 8:00 a.m. and welcomed those in attendance. She recognized newly-appointed Commissioner Matt Myers and asked him to introduce himself. The prayer was offered by Alan Farnes. Chairman Becker then noted that retiring Power Commissioner, Paul Summers, will be formally honored at City Council meeting this evening.

MINUTES – February 25, 2025

Minutes of the meeting of the Bountiful Power Commission held February 25, 2025 were presented and approved as written. Councilwoman Price-Huish made the motion to approve, and Commissioner Irvine seconded the motion. Commissioners Becker, Bell, Irvine, and Pitchers, and Councilwoman Price-Huish voted “aye”; Commissioner Myers was not in attendance on February 25, 2025 and abstained from voting.

BUDGET REPORT – YEAR TO DATE 7 MONTH PERIOD

Mr. Hansen presented the Budget Report for the Year to Date 7-Month period ended January 31, 2024. Total Revenues YTD were \$23,174,131, above the HAB by \$1,567,719. The major items above budget was Electric Metered Sales at \$1,160,805, 6.2% above its HAB; Air Products income, \$84,783, was above its HAB with an average load factor of 70.4%; Sundry Revenues were \$92,104 above budget and Interest Income on Investments was above its HAB at \$272,773. Contribution in Aid to Construction was \$(43,177), below its HAB.

Total Operating Expenses YTD were \$18,601,523, below the HAB by \$576,824. Power Cost Expense was below its HAB at \$522,871 (Power Generation was under \$193,000 and Power Resources Cost was under \$329,000). Other operating expenses that were below the HAB were Distribution Expense at \$197,902; Transformer Expense at \$70,095, Street Light Expense at \$68,677, and Substation Expense at \$82,388. Operating Expenses that were above the HAB were Hydro Transmission Expense at \$(639,510) and the Transfer to the General Fund Expense at \$(50,643).

1
2 Total Capital Expenditures YTD were \$1,591,565, which included \$41,000 at 400 South
3 Main, \$15,000 for Renaissance Lot 11, \$154,000 for Feeder 572/574 tie, \$138,000 for Vehicles,
4 and \$1,200,000 for the Northwest Substation.
5

6 Total Labor and Benefits was \$2,977,602. As of 18 January, the last pay period paid in
7 the YTD period), 55.3% or \$3,310,467 could have been spent; the actual TL&B was \$332,865
8 below that target.
9

10 The Net Margin for the YTD was \$2,981,042, as revenues are above budget and power
11 costs are coming in under budget.
12

13 Total cash and equivalents were a net \$25,001,312 at month end, up \$1,940,939 from
14 \$23,060,363 at 30 June 2024, and \$8,827,312 above the \$16,174,000 total reserved cash
15 requirement. Major sources and (uses) of cash at month end compared to fiscal year-end 2024
16 included the \$911,660 decrease in total accounts receivable; increase of \$(1,054,733) in total
17 inventories; \$(74,116) decrease in total accounts payable; \$(123,562) decrease in Accrued
18 benefits and payroll; and the \$(646,917) decrease in other equity (excluding the net margin).
19 Following a brief discussion, Commissioner Pitcher made a motion to accept the budget report
20 as presented, and Commissioner Bell seconded the motion which passed unanimously.
21 Commissioners Becker, Bell, Irvine, Myers and Pitcher and Councilwoman Price-Huish voted
22 “aye”.
23

24 **PLANT POWER INVERTER PURCHASE**

25 Alan Farnes reviewed that the Power Department Dispatch Center has a battery backup
26 system that includes two inverters that convert the DC battery power to AC power. This system
27 supports the Dispatch Center computers, radios, supervisory control and data acquisition
28 (SCADA) and other equipment in the Dispatch Center during power outages. These inverters
29 were installed in 2012 and one of the inverters has failed (with an anticipated 10-15 year life).
30 The manufacturer that originally supplied the inverters recommended that it will be better to
31 replace the entire inverters rather than replacing individual components as they fail. The
32 inverters cost \$16,059 each and the total cost to replace both inverters is \$32,118.
33

34 This proposed purchase has been reviewed by the Power Department staff and the City
35 Manager and it is the staff recommendation that approval be given to purchase two Inverters
36 from LTI Power Systems for \$32,118. Commissioner Myers made a motion to recommend
37 approval, Commissioner Pitcher seconded the motion and voting was unanimous with
38 Commissioners Becker, Bell, Irvine, Myers and Pitcher and Councilwoman Price-Huish voting
39 “aye”.
40

41 **POWER PLANT LIGHTING UPGRADE**

42 Mr. Farnes explained that the Power Department Dispatch Center was constructed in
43 2011 and some of the early LED lighting and control equipment installed. The lighting and
44 controls are failing, and need to be replace. Quotes were received from three contractors, two
45 of which were qualifying. It is the staff recommendation that the quote from Shupe Electric for
46 the total of \$33,571 be approved. Councilwoman Price-Huish motioned to accept the staff
47 recommendation and approve the \$33,571 bid. Commissioner Bell seconded the motion which

1 carried unanimously. Commissioners Becker, Bell, Irvine, Myers and Pitcher and
2 Councilwoman Price-Huish voted “aye”.

3
4 **NW SUBSTATION RELAY PANEL PURCHASE**

5 A complete rebuild of the Northwest Substation (east of Viewmont High School football
6 field) is being planned, tentatively scheduled to begin in September 2025 and completed before
7 June 2026. Demolition and purchase of the equipment and materials is planned accordingly.
8 The new substation will include new Relay Panels that will monitor and control the equipment
9 in the substation. Five manufacturers were invited to bid and it is the recommendation of staff
10 that the quote from Specialty Electric in the amount of \$180,375 with a 28-week delivery be
11 approved. Commissioner Bell motioned to support this recommendation, Commissioner Myers
12 seconded the motion and voting was unanimous. Commissioners Becker, Bell, Irvine, Myers
13 and Pitcher and Councilwoman Price-Huish voted “aye”.

14
15 **SOUTHEAST SUBSTATION BATTERY BANK PURCHASE**

16 Mr. Farnes reviewed that the Southeast Substation located at 870 East San Simeon Way
17 and installed in 2015 has experienced a shorter-than-expected useful life (10-15 years).
18 Substation battery systems are tested every three months, and on the last inspection it was found
19 that one cell had failed and another cell was in poor condition. Two quotes were battery system
20 suppliers and it is recommended that the low quote (\$24,632) from Power and Tel(ephone) be
21 approved. Commissioner Bell moved to approve the Power and Tel bid as presented and
22 Councilwoman Price-Huish seconded the motion. Voting was unanimous with Commissioners
23 Becker, Bell, Irvine, Myers and Pitcher and Councilwoman Price-Huish voting “aye”.

24
25 **POWER POLES PURCHASE**

26 Mr. Pearce reported that the inventory of wood power poles is running low and needs
27 to be replenished, as well as purchasing (2) 70-foot transmission wood poles for the Northwest
28 Substation rebuild project. Quotes were received from Stella-Jones (a single source item
29 because no other supplier provides butt treated poles) as follows: (25) 35-ft class 3 poles at
30 \$868.36; (25) 45-ft class 3 poles at \$1,311.08; and (2) 70-ft class 1 poles at \$3,919.50, totaling
31 \$62,325.00. This bid has been reviewed by staff and the City Manager and is recommended
32 for approval. Councilwoman Price-Huish motioned to support this recommendation,
33 Commissioner Myers seconded the motion and voting was unanimous. Commissioners Becker,
34 Bell, Irvine, Myers and Pitcher and Councilwoman Price-Huish voted “aye”.

35
36 **46 KV ECHO TRANSMISSION HARDWARE PURCHASE**

37 Mr. Pearce reviewed that the upcoming FY 2025-26 budget includes the need to perform
38 fire mitigation work on the Echo hydro transmission line. The Echo line is approximately 40
39 years old and 26 miles long and it is staff’s recommendation to do preventative maintenance on
40 the line. This work will take place in multiple phases over the next four to five years.
41 Invitations to bid cross arms and insulators for the rebuild of the first phase were sent to three
42 distributors and two qualifying bids were received. It is the recommendation of staff that the
43 bid from Anixter-Wesco in the amount of \$36,841 be approved. Commissioner Irvine motioned
44 to approve as recommended, and Commissioner Pitcher seconded the motion. Voting was
45 unanimous. Commissioners Becker, Bell, Irvine, Myers and Pitcher and Councilwoman Price-
46 Huish voted “aye”.

1 **DIRECTIONAL BORING BID APPROVAL**

2 Mr. Veigel reviewed that several underground distribution circuits and streetlight
3 circuits throughout our system need to have new conduit and wire installed. To minimize the
4 inconvenience to residents and limit the restoration of property bids, for directional boring were
5 requested from six vendors. It is the recommendation of staff and City Manager to award the
6 bid to Salt City Drilling (low bid) in the amount of \$306,376. Mr. Viegel referred to maps
7 which showed that each bore consists of 1 to 4 conduits, with 7,460 total linear feet. This
8 recommendation was supported by a motion from Commissioner Myers and seconded by
9 Commissioner Bell. Commissioners Becker, Bell, Irvine, Myers and Pitcher and
10 Councilwoman Price-Huish voted "aye".

11
12 **RESOURCE UPDATE**

13 Mr. Johnson noted that the major meeting of UAMPS will be discussed at the next
14 Power Commission meeting. He reported briefly on the proposed Idaho power project and the
15 impacts on that project as it relates to the action Logan City will take. He also reviewed the
16 action of the Legislature and expressed appreciation to Kate Bradshaw in her support of public
17 power.

18
19 *The following items were included in the packet, but not discussed in the meeting.*

20
21 **POWER SYSTEM OPERATION REPORT**

- 22 a. January 2025 Resource Reports
23 b. February 2025 Lost Time/Safety Reports
24 c. February 2025 Public Relation Reports
25 d. January 2025 Outage Reports
26

27 **OTHER BUSINESS**

28 The challenge of maintaining positive employment of Lineman at BCLP was discussed
29 and the unique circumstances of back yard power were noted. The Power Commissioners
30 acknowledged the importance of maintaining an experienced crew and supported the staff in
31 this matter.

32
33 **NEXT MEETING**

34 The next meeting will be held on April 22, 2025 at 8:00 a.m.

35
36 **ADJOURN**

37 The meeting adjourned at 9:28 on a motion made and seconded by Commissioners
38 Irvine and Bell, respectively. Voting was unanimous with Commissioners Becker, Bell, Irvine,
39 Myers and Pitcher, and Councilwoman Price-Huish voting "aye".
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43 Susan Becker, Chairman