

**MINUTES
BOARD OF LOWELL LIGHT AND POWER
REGULAR MEETING OF APRIL 10, 2014**

I. CALL TO ORDER AND ROLL CALL: The meeting was called to order at 6:10 p.m. by Chairman Canfield and General Manager Greg Pierce called the roll.

Present: Board Members Perry Beachum, Tina Cadwallader, Greg Canfield, Andrew Schrauben & Tamela Spicer.

Absent: None

Also Present: General Manager Greg Pierce, Chief Accountant Donkersloot, Utility Services Coordinator Morris, Lowell City Mayor Hodges, Peter Haefner, Vredeveld Haefner & Dick Wendt, Dickinson Wright.

II. APPROVAL OF AGENDA:

It was MOVED BY BEACHUM, supported by CADWALLADER to approve the agenda as presented.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

III. APPROVAL OF MINUTES:

It was MOVED BY SPICER, supported by SCHRAUBEN to approve the minutes of the March 13, 2014 regular meeting minutes.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

It was MOVED BY BEACHUM, supported by CADWALLADER to approve the minutes of the March 13, 2014 closed session meeting.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

It was MOVED BY SPICER, supported by SCHRAUBEN to approve the minutes of the March 25, 2014 special meeting.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

IV. **PUBLIC COMMENTS:** (Items not on the agenda):

There was no public comment.

V. **ACTION ITEMS:**

A. **Theka Invoice for Solar As-Builts :**

Pierce stated the Theka invoice includes some work on the Rolls Royce and the final “as built” drawing work on the Solar Turbine. This invoice represents additional time Theka incurred in the installation process of the Solar Turbine. This invoice puts the Solar Turbine slightly over budget and can be absorbed in the current Capital Plan budget.

It was MOVED BY BEACHUM, supported by CADWALLADER to approve the Theka invoices totaling \$19,084.83.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

IV. **INFORMATIONAL ITEMS:**

A. **Performance Data:** Pierce reported on March’s data.

B. **Income Statement (March 2014):** Pierce reported on March’s Income Statement.

Pierce reviewed the Capital Expense Summary and detailed Capital Expense Report.

B. **Manager’s Report:** Pierce gave updates to the Board on the following items.

- **MPPA/MMEA Updates:** Pierce stated no new updates. These two groups are meeting next week due to spring break.
- **APPA Update:** Tom & Perry attended the Lineworkers Rodeo/Engineering and Technical Operations Conference in Oklahoma

City. Tamela Spicer will attend APPA Annual meeting in Denver this year, June 14-18.

- **System/Generation Upgrade Progress:** There were two outages in the month of March.
 - **Communication Plan:** The 2013 Annual Report will be mailed to customers in April.
 - **Biodigestion Update:** Greg Pierce and Greg Northrup are in the process of finalizing agreements, costs and services. Details will be available for the May Board meeting.
 - **Strategic Plan:** The Board is working on identifying “order of importance” strategies and a list of current action items from March’s work session. The Board decided to hold the next Strategic Plan work session immediately following the May Board meeting.
 - **Lowell Expo:** Many participants stopped by LLP’s booth to spin the energy wheel. Greg Northrup was available to discuss the Biodigester project.
 - **Adopt-A-Road:** Lowell Light and Power will be picking up trash on Earth Day, Tuesday, April 22. Those interested in participating, meet at the Lowell Township Hall parking lot at 5:15.
 - **Recycling Event:** Saturday, May 31st, 9:00 am-12:00 pm.
 - **Payables:** Pierce presented March payables.
 - **PCA:** Steve Donkersloot presented a powerpoint presentation explaining what the PCA charge is on customer bills and how it is adjusted based on LLP’s purchased power costs.
- D. **Schedule of Meetings:** April was presented.
- E. **Complaint Register:** There were no new complaints.

VII. NEXT REGULAR LLP BOARD MEETING: The next Board meeting will be held, Thursday, May 8th, 2014.

VIII. BOARD COMMENT:

Chairman Canfield read a statement from the LLP Board in response to information presented by Ralph Breckon at March's Board meeting regarding use of a company vehicle.

Cadwallader is pleased with the information provided in the annual report.

Spicer, being the newest member of the LLP Board, valued the PCA presentation. As a customer, she was not aware of what this charge was and appreciates having a clear understanding of the PCA charge.

Beachum shared highlights of the Lineworkers Rodeo and Technical Conference he attended. He encouraged other Board members to attend conferences that fit with their schedules. Perry stated he would like to see what can be done on LLP's bill to show late charges & interest, rather than showing it as a billing adjustment when these charges are incurred.

Schrauben is happy with the annual report and feels it is a handy reference.

Mayor Hodges announced the City is continuing with their budgeting process. Girls Night out is April 17th. Hodges reminded the LLP Board they still have a vacancy on the Arbor Board to be filled by an LLP Board member. Arbor Day, April 25th.

Canfield thanked Dick Wendt and Peter Haefner for attending the Board meeting. He thanked Steve for his report clarifying the PCA charges.

It was **MOVED BY SPICER**, supported by **BEACHUM** to go into closed session at 7:28 p.m. to discuss IBEW union negotiations.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

It was **MOVED BY BEACHUM**, supported by **SPICER** to come out of closed session at 8:26 p.m. and return to the regular meeting.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

IX. ADJOURNMENT: IT WAS MOVED BY BEACHUM and a supported by SPICER to adjourn the regular meeting at 8:27 p.m.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

Chairman Canfield

Date