

**MINUTES
BOARD OF LOWELL LIGHT AND POWER
REGULAR MEETING JANUARY 8, 2015**

I. CALL TO ORDER AND ROLL CALL: The meeting was called to order at 6:05p.m. by Chairman Canfield and General Manager Greg Pierce called the roll.

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

Absent: Perry Beachum
It was moved by SPICER, supported by CADWALLADER to excuse the absence of Beachum

Yea: 4 Nay: 0 Absent: 1 Motion Carried

Also Present: General Manager Greg Pierce, Chief Accountant Donkersloot, Utility Services Coordinator Morris, City of Lowell Mayor Hodges and City Manager Howe.

II. APPROVAL OF AGENDA:

It was moved by CADWALLADER, supported by SCHRAUBEN to approve the agenda as presented.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

III. APPROVAL OF MINUTES:

It was moved by SCHRAUBEN, supported by BEACHUM to approve the minutes of the December 11, 2014 regular meeting minutes.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

It was moved by SPICER, supported by SCHRAUBEN to approve the December 11, 2014 closed session meeting minutes.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

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

There was no public comment.

V. **ACTION ITEMS:**

A. **Review and Approval of LLP Policies, Section 5:**

During December's board meeting, the Board of Lowell Light and Power staff reviewed, discussed, and proposed changes to LL&P's Customer Account, Billing and Administrative Policy (Policy 5). The Board received an updated copy of Policy 5 reflecting the agreed upon changes that were discussed at the last meeting.

It was MOVED BY SPICER, supported by SCHRAUBEN to approve the revised version of Policy 5, with minor changes.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

VI. **INFORMATIONAL ITEMS:**

A. **Performance Data:** Pierce reported on December data.

B. **Income Statement (December 2014):** Pierce reported on December's Income Statement.

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

C. **Manager's Report:** Pierce gave updates to the Board on the following items.

- **MPPA/MMEA:** These meetings have been moved to the 3rd week of the month for the first 6 months of the year.
- **APPA Update:** APPA Lineworkers Rodeo/Operations and Technical Conference is May 15-20 in Sacramento, CA. Representatives from LLP staff and Board Members are attending. Our new lineman apprentice Rich Mutschler has signed up to participate in the apprentice events.

The annual APPA Legislative Rally is scheduled for March 9-11 in DC. Pierce will be attending as a MMEA Board Member. Anyone interested in attending please get in touch with Sharon.

Each year APPA has a special conference designed for members involved in Joint Action Agencies such as MPPA. Pierce will be attending as MPPA's Board Chair in January 9-13.

- **System/Generation Upgrade Progress:** The bio-digester continues to move closer to full operation. Bio-Gas is being produced; the CHP engine has been started up. Work continues on the Rolls Royce turbine. We had one outage in the month of December.
- **LLP Policy Review:** Section 5 Policies were reviewed under Action Items and Section 6, Engineering and Operating Policies were distributed at the meeting. The Board has a month to review before our discussion at the February Board meeting.
- **City After Holiday Party:** The City Holiday Party is scheduled for January 17th at the Lowell Museum.
- **Articles of Interest:** Pierce distributed a couple articles regarding the importance of local generation and Hillsdale's 2 hour power outage as a result of downed feeder Consumers Energy and ITC transmission lines. The second article addressed the link between smart meters and certain health issues that Beachum discussed during the last Board meeting.
- **Payables:** Pierce presented December payables.

D. **Schedule of Meetings:** January/February was presented.

VII. **COMPLAINT REGISTER:** There we no new complaints.

VIII **NEXT REGULAR LLP BOARD MEETING:** The next Board meeting will be held, Thursday, February 12, 2015.

IX. **BOARD COMMENT:**

Cadwallader is impressed LLP staff was invited by APPA to speak at the upcoming conference on the bio-digester project.

Schrauben echoed the excitement on the conference invite. It is reassuring to see how Lowell is moving in the right direction.

Spicer appreciates the time and energy the LLP staff and Board have spent on review the policies. Tamela stated we should capitalize on the PR value of the great things going on in our community. Spicer feels it is important that every conference a Board Member attend.

Canfield is impressed with the great progress that has been made at Lowell Light and Power in the past 5 years.

Mayor Hodges stated he was looking forward to the holiday party.

X. CLOSED SESSION:

It was MOVED BY SPICER, supported by SCHRAUBEN to go into closed session at 7:47 p.m.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

A roll call vote was taken: Canfield, Spicer, Schrauben and Cadwallader were in attendance. Beachum was absent.

It was MOVED BY SPICER supported by SCHRAUBEN to come out of closed session at 7:54 p.m.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

XII. ADJOURNMENT: It was MOVED BY SPICER and a supported by SCHRAUBEN to adjourn the regular meeting at 7:56 p.m.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

Chairman Canfield

Date