

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

I. CALL TO ORDER AND ROLL CALL: The meeting was called to order at 6:09 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

II. APPROVAL OF AGENDA:

One item was added to the agenda; II, A, election of officers. It was **MOVED BY BEACHUM**, supported by **SPICER** to approve the agenda as amended.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

A: It was moved by **BEACHUM**, supported by **SPICER** to elect Chairman Canfield to continue as Chairman.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

It was moved by **SPICER**, supported by **CADWALLADER** to elect **BEACHUM** as Vice Chairman.

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 June 12, 2014 regular meeting minutes.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

It was moved by BEACHUM, supported by SCHRAUBEN to approve the June 12, 2014 closed session meeting minutes.

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. Annual LLP Write-Offs :

Donkersloot reviewed the annual write-offs for Fiscal Year 2013.

It was MOVED BY BEACHUM, supported by SCHRAUBEN to approve the annual write-off of \$8,278.34 for Fiscal Year 2013.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

B. Appoint MPPA Alernate:

Pierce stated it is customary for a member of each utility to have an alternate Commissioner who could attend regular MPPA meetings. Lowell Light and Power has not had a regular alternate recently. Pierce recommended Steve Donkersloot to serve as the alternate.

It was MOVED BY BEACHUM, supported by SCHRAUBEN to appoint Steve Donkersloot as the alternate Commissioner to represent Lowell Light and Power at MPPA.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

VI. INFORMATIONAL ITEMS:

A. Performance Data: Pierce reported on June's data.

B. Income Statement (June 2014): Pierce reported on June'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:** Pierce gave legislative updates. The MMEA annual conference is in Bay City this year, October 1-3, 2014.
- **APPA Update:** Pierce reported on the Annual meeting in Denver. Spicer gave an update on her experience in attending her first APPA meeting.
- **System/Generation Upgrade Progress:** There were ten outages in the month of June. Those outages occurred due to high winds and lighting.

The Lowell Light and Power Energy Center is under full construction for the Bio-digester. A joint Council/Board meeting will be held at the facility in the next few weeks.

- **Biodigestion Update:** We are continuing to work on the manure transportation piece and with Greg Pratt on the pipeline route from Litehouse to the bio-digester facility.
- **Strategic Plan:** An updated strategic plan was presented.
- **Food Fight:** The annual Food Fight is underway. Lowell Light and Power is again providing pick-up and drop off food. Every employee has volunteered time to help.
- **Payables:** Pierce presented June payables.

D. Schedule of Meetings: July was presented.

VII. COMPLAINT REGISTER: There were no new complaints.

VIII NEXT REGULAR LLP BOARD MEETING: The next Board meeting will be held, Thursday, August 14, 2014.

IX. BOARD COMMENT:

Beachum stated Community Day is Tuesday, July 29 at Senior Neighbors/Gilda's Club. Beachum asked LLP employees to hang Pink Arrow banners on Monday, July 28th.

Spicer encouraged Board members to take advantage conferences whenever possible.

Mayor Hodges reported Greg Canfield recently resigned from the DDA and Downtown Historic Commission. Cliff Yankovich has joined the DDA. Chris and Rachael Schwab are leaving the community. This leaves vacancy on the Planning Commission and The City Council. July 25th is the cut off day for applications.

The City Council had a special meeting on June 30 to receive Dick Wendt's report on the alleged violations. The City Council accepted Dick Wendt report on a 5-0 vote that there was no wrong doing, nothing illegal.

Canfield stated the Board needs to make a decision on televising the meeting since Al Eckman's group is no longer videoing. Board discussion took place on this subject.

X. CLOSED SESSION:

It was MOVED BY BEACHUM, supported by SPICER to go into closed session at 7:54 p.m.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

It was MOVED BY BEACHUM, supported by SCHRAUBEN come out of closed session at 9:59 p.m.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

XI. ADJOURNMENT: It was **MOVED BY BEACHUM** and a supported by **SPICER** to adjourn the regular meeting at 10:00 p.m.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

Chairman Canfield

Date