

**MINUTES  
BOARD OF LOWELL LIGHT AND POWER  
REGULAR MEETING OF JUNE 12, 2014**

**I. CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 6:04 p.m. by Chairman Canfield and General Manager Greg Pierce called the roll.

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

Absent: Tamela Spicer

Also Present: General Manager Greg Pierce, Chief Accountant Donkersloot, Utility Services Coordinator Morris & Lowell City Mayor Hodges

It was moved by BEACHUM, supported by SCHRAUBEN to excuse the absence of Spicer.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**II. APPROVAL OF AGENDA:**

It was MOVED BY BEACHUM, 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 CADWALLADER, supported by BEACHUM to approve the minutes of the May 8, 2014 regular 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. Rockford Contract and Guaranteed Max Price Amendment :

Pierce presented the Rockford Construction contract. Rockford Construction is LEAD's General Contractor for the Bio-digester project. Rockford's Guaranteed Maximum price amendment included the \$558,663 amount the Board has already approved for this project. The contracts references a Construction management fee of 3% which would equate to \$16,759.89 for LLP.

There was Board discussion.

It was MOVED BY BEACHUM, supported by SCHRAUBEN to approve the Contract and Amendment with Rockford Construction to provide general contracting services to Lowell Light and Power for the Bio-digester project.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

B. PA 95 Opt In:

Pierce reviewed the process for Municipal Utilities' option to opt in or opt out of Michigan's Energy Assistance Program (MEAP)

Lowell Light and Power partnered with FROM to develop a program that would help insure the funds collected by LLP stayed in the Lowell Community. Flat River Outreach applied for that grant and was awarded an amount slightly in excess of what was collected from LLP customers.

The program was a success and FROM will continue applying for additional funding during the next grant cycle.

It was MOVED BY BEACHUM, supported by CADWALLADER to Opt-In to PA 95 Low Income Heating Fund for the 2014-2015 fiscal year.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

### **C. FISCAL YEAR 2015 MEETING DATES:**

Lowell Light and Power has held its Regular Board meetings on the second Thursday of the month for a number of years. All Regular Board meeting dates are listed as proposed and will be held at the Lowell Light and Power office at 6:00. Our meeting dates appear on the community calendar.

#### **2014**

July 10, August 14, September 11, October 9, November 13, December 11

#### **2015**

January 8, February 12, March 12, April 9, May 14, June 11

In addition to the regular meeting dates, there will be a Joint Board and Council meeting at the Energy Center to see the Bio-digester progress and the Combustion Turbines.

It was MOVED BY BEACHUM, supported by SCHRAUBEN to approve the proposed meeting dates for the regular meetings during the 2014-2015 fiscal year.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

### **VI. INFORMATIONAL ITEMS:**

**A. Performance Data:** Pierce reported on May's data.

**B. Income Statement (May 2014):** Pierce reported on May'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:** Nothing new to report
- **APPA Update:** Several articles were handed out regarding the proposed EPA regulations for Carbon, Michigan Renewable Energy updates, and Natural gas futures.
- **System/Generation Upgrade Progress:** There was one outage in the month of May.

The Lowell Light and Power Energy Center is under full construction for the Bio-digester. We will hold a joint Council/Board meeting sometime this summer at the LLP Energy Center.

- **Communication Plan:** We have received several positive comments on our annual report.
- **Biodigestion Update:** We are continuing to work on the manure transportation piece. Pierce is working with Lowell Area Schools regarding the pipeline route from Lighthouse to the bio-digester facility.
- **Strategic Plan:** A copy of the updated strategic plan was presented.
- **Safety:** Pierce explained a couple issues regarding potential safety of electric facilities in Lowell which were brought to the attention of the City Manager. The City Manager investigated the issues and has formulated a report which verifies the facts.
- **LLP A-Plus Program:** Pierce gave an update on our internal A-Plus program
- **Food Fight:** Lowell Light and Power is again providing the pick-up of food. Every employee has volunteered time to help throughout the 6 week campaign.
- **Recycling Event:** 6,000 lbs of old electronics and 40 old appliances were collected. \$765 in rebates were awarded to our customers.
- **Payables:** Pierce presented May payables.

D. **Schedule of Meetings:** June was presented.

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

VIII **NEXT REGULAR LLP BOARD MEETING:** The next Board meeting will be held, Thursday, July 10, 2014.

**IX. BOARD COMMENT:**

Schrauben mentioned he likes the fact that employees and Board Members attend conferences to continue to learn and grow.

Beachum commented on possibility being an internet provider. Pink Arrow Pride is coming up.

Cadwallader was pleased with the recycling event and excited about a utility exchange day.

Mayor Hodges mentioned the City of Portland would be a good utility to do a utility exchange day. The summer concert series begins tonight.

Canfield would like to look into the internet opportunity. Greg thanked Tom and Sharon for participating in the recycling event.

**X. CLOSED SESSION:**

It was MOVED BY BEACHUM, supported by SCHRAUBEN to go into closed session at 7:20 p.m.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

It was MOVED BY BEACHUM, supported by SCHRAUBEN come out of closed session at 8:00 p.m.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**XI. ADJOURNMENT:** It was MOVED BY BEACHUM and a supported by SCHRAUBEN to adjourn the regular meeting at 8:01 p.m.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

\_\_\_\_\_  
Chairman Canfield

\_\_\_\_\_  
Date