

**MINUTES
BOARD OF LOWELL LIGHT AND POWER
REGULAR MEETING NOVEMBER 12, 2015**

I. **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 6:01 p.m. by Chairman Canfield and General Manager Greg Pierce called the roll.

Present: Board Members, Greg Canfield, Tina Cadwallader, Andrew Schrauben, & Tamela Spicer. It was MOVED SPICER, SUPPORTED BY CADWALLADER to excuse the absence of Perry Beachum.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

Absent: Perry Beachum

Also Present: General Manager Greg Pierce, Electric Distribution Manager Tom Russo, Financial Manager Steve Donkersloot and Lowell City Mayor Hodges.

II. **APPROVAL OF AGENDA:**

It was MOVED BY SPICER 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 SPICER to approve the meeting minutes of the October 15, 2015 regular meeting.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

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

City Manager Howe thanked Lowell Light and Power for their participation in the Community Clean up day.

V. **ACTION ITEMS:**

The Action items that were originally slated for November's meeting are postponed. Due to an oversight, the Capital expense portion of our budget was not included in the City budget approval process earlier this year. The two items expected to be action items for November were Capital expenditure approvals. Therefore, these will be reintroduced once a budget amendment has been approved.

VI. **INFORMATIONAL ITEMS:**

A. **Performance Data:** Pierce reported on October data. There was additional Board comment.

B. **Income Statement (October 2015):** Pierce reported on the October 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:** The majority of the time was spent on the legislation that is in the house and senate.
- **APPA Update:** Tom recently attended the fall RP3 meetings for APPA and Sharon attended the APPA Customer Connections Conference.

- **System/Generation Upgrade Progress:** The Bio-digester processes continue to improve. New equipment has been installed to improve the operating system. Board discussion occurred. There were three outages in the month of October.
- **LLP PILOT:** Pierce gave an update on the possible wording changes to the past PILOT Resolutions. The intent would be to allow discussion to occur if a situation arose at LLP whereby a payment of the full 4.5% would pose a financial hardship on the utility for the current period. Based on a thorough review of the most recent Resolutions, the committee believes no adjustment to the wording would be required to meet this potential need.
- **Strategic Planning:** A discussion on Strategic Planning in a work session will be held, immediately following next month's regular meeting.

- **Advanced Metering Infrastructure (AMI):**

Steve gave an update on further research of vendors and municipals opt-out policy. There was Board discussion.

- **Firm Capacity:** Last year, we saved about \$100,000 by filling some of our expected energy needs with advanced purchases. This year, MPPA again recommends we purchase some firm energy, since Belle River and Campbell plants will both experience outages during the winter/spring season.
- **Transmission Line (6 Miles):** LLP owns 6+ miles of Transmission lines that bring energy from the grid into Lowell. Our staff is not qualified to work on these high voltage lines, nor are we able to perform routine maintenance. We have to pay a contractor for maintenance on these lines. We are looking at the possibility of selling

this line to a qualified transmission operator. We will continue to evaluate the pros and cons of ownership.

- **Payables:** Pierce presented October payables.

Schedule of Meetings: November/December was presented.

COMPLAINT REGISTER: There were no new complaints.

VII. NEXT REGULAR LLP BOARD MEETING: The next Board meeting will be held, Thursday, December 10, 2015.

VIII. BOARD COMMENT:

Schrauben congratulated the new council members. Andrew also thanked those who were not elected for the time they served on the council.

Cadwallader welcomed the new City Council members. Tina is grateful for the community clean up day and opportunity to recycle.

Spicer hopes the new City Council members will be well informed before making decisions. Tamela thanked Sharon Ellison for her years of service and the thoughtfulness she put into making well educated decisions. Tamela hopes that same thoughtfulness will be shared by the newly elected council. Spicer thanked Steve for all the time and energy he has done on the AMI metering. Tamela is glad to see we are using FaceBook to reach out to our customers.

Mayor Hodges mentioned there were 240+ vehicles that came through the Community Clean-up. December 5th, 8-10 is coffee with the council at Senior Neighbors. Santa parade is December 5th, at 5:00 p.m. The last Girls Night Out was a success. Mayor Hodges welcomed the new council members.

Canfield mentioned in talking with Perry Beachum that Perry also wanted to congratulate the new council members; Perry looks forward to working with them. Canfield attended the swearing in

for the new council and personally congratulated them, gave them an agenda of tonight's meeting, and invited them all to attend.

- IX. CLOSED SESSION:** It was **MOVED BY SPICER**, supported by **SCHRAUBEN**, to go into closed session to discuss Property Acquisition at 7:10 p.m.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

It was **MOVED BY SPICER**, supported by **CADWALLADER**, to come out of closed session at 7:50 p.m.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

- X. ADJOURNAMENT:**
It was **MOVED BY SPICER**, supported by **SCHRAUBEN** to adjourn the regular meeting at 7:53 p.m.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

Chairman Canfield

Date