

**MINUTES
BOARD OF LOWELL LIGHT AND POWER
REGULAR MEETING SEPTEMBER 10, 2015**

I. **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 6:00 p.m. by Chairman Canfield and General Manager Greg Pierce called the roll.

Present: Board Members, Greg Canfield, Andrew Schrauben, Tamela Spicer & Tina Cadwallader. It was **MOVED SPICER, SUPPORTED BY SCHRAUBEN** 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, Utility Services Coordinator Morris and Lowell City Mayor Hodges.

II. **APPROVAL OF AGENDA:**

Pierce requested to add one additional item to the agenda under Action Items (A) Approval of the First Baptist Church Easement – 12470 line.

It was **MOVED BY SCHRAUBEN, SUPPORTED BY SPICER** to approve the agenda as amended.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

III. APPROVAL OF MINUTES:

It was MOVED BY SCHRAUBEN, SUPPORTED BY CADWALLADER to approve the meeting minutes of the August 13, 2015 regular meeting.

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. Approval of the First Baptist Church Easement – 12470

Line: Pierce reviewed the details of the easement drawn up by the City Attorney, Dick Wendt. Russo provided additional detail of the process. There was Board discussion.

It was MOVED BY SPICER, SUPPORTED BY SCHRAUBEN to approve the First Baptist Church easement and recommend to City Council for final approval.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

VI. INFORMATIONAL ITEMS:

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

B. Income Statement (August 2015): Pierce reported on the August 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:**

MMEA Fall Conference is scheduled in Grand Rapids, October 7th-9th at the 28th Street Crowne Plaza.

- **APPA Update:** Sue Kelly, the CEO of APPA and Valerie Brader, from Governor Snyder's office will be speakers at MMEA's fall conference. Pierce encouraged Board Members to attend.

- **System/Generation Upgrade Progress:** There is a scheduled outage October 3rd to finish the conversion/changeover of the East sub. There was one outage in the month of August.

- **AMI Electronic Meter Update:**

Donkersloot gave a detailed update on vendor options, timeline and benefits of moving forward with advanced metering.

- **LLP Long Term Natural Gas Supply:** We have had our first meeting with Fellon McCord and they are moving forward with analysis of our options.

- **Letters of Appreciation:** We received several letters of appreciation for our involvement in Food Fight, Pink Arrow, Traverse City mutual aid assistance and a letter for our response to a service call at Purforms.

- **Lineshack Painting:** We are in communication with Lowell Arts regarding a mural painting.

- **Lowell Schools:** No further discussion has occurred regarding the Solar system. They are still interested in moving forward on this project.
- **Lowell Light and Power Building (Broadway):** Pierce invited the Board to tour the old St. Mary's building after the Board meeting. They have received quotes from contractors for the HVAC and roofing needs.
- **LLP PILOT:** 2015 is a year designated for PILOT review. Canfield, Howe, Hodges and Pierce are looking at developing additional language that would warrant a review from time to time other than those suggested by Charter.
- **Financial and Operating Ratios:** Donkersloot reviewed the details of regional ratios and graphs of LLP compared with other municipals.
- **Strategic Planning:** Pierce reviewed the status of the Strategic Planning and asked the Board to review and make recommendations for next month's meeting.
- **Open House:** Our Open House will be during Harvest Festival on Saturday, October 10th from 11-2. Hotdogs, chips and drinks will be provided.
- There was Board discussion on generation.
- **Payables:** Pierce presented August payables.

Schedule of Meetings: September/October was presented.

COMPLAINT REGISTER: There were no new complaints.

VII. NEXT REGULAR LLP BOARD MEETING: The next Board meeting will be held, Thursday, October 15, 2015.

VIII. BOARD COMMENT:

Schrauben discussed, he feels we should rethink service vs. utility, since we are trying to reduce customer consumption.

Cadwallader is excited to hear more about the AMI and Smart Customer technology. She is pleased with the office staff working with customers to assist them in the new online bill pay system.

Spicer congratulated the entire Lowell Light and Power staff on the letters of appreciation they received.

Mayor Hodges mentioned on Tuesday, September 29, at 6:00 p.m. the City is hosting a get together on how to add new business to a public meeting. On September 28, the Planning Commission, Lowell and Vergennes townships are having their joint meeting to compare notes. Hodges mentioned the excitement in town is the opening of Main Street BBQ, and sometimes parking is at a premium downtown.

Canfield echoed congratulating the Lowell Light and Power staff on the letters. Greg is pleased that the staff took the time to stop by to talk with customers before conducting their scheduled outage on October 3rd to find out when would be the best time to schedule the outage for those Commercial customers. Canfield thanked the DDA, City of Lowell and DPW for getting the parking lot in for the Main Street BBQ opening.

IX. 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