

**Minutes for the  
Board of Lowell Light & Power's  
Regular Meeting – June 7, 2017**

**I. CALL TO ORDER AND ROLL CALL:**

The meeting was called to order at 6:02 p.m. by Chairman Beachum. General Manager Steve Donkersloot called the roll.

**Present:** Board Members: Perry Beachum, Andrew Schrauben, Jim Salzwedel and Tina Cadwallader

**Absent:** Marty Chambers

It was MOVED by SALZWEDEL, SUPPORTED BY SCHRAUBEN, to excuse the absence of Marty Chambers.

Yea: 4                      Nay: 0                      Absent: 1                      Motion Carried

**Also Present:** General Manager Steve Donkersloot, Utility Services Coordinator Sharon Morris, Plant Accountant Megan Keyser, Distribution/Transmission Manager Ryan Teachworth, and Lowell City Councilman Alan Teelander.

**II. APPROVAL OF AGENDA:**

It was MOVED by SALZWEDEL, SUPPORTED BY CADWALLADER, 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 SCHRAUBEN, to approve the May 11, 2017 Regular Board Meeting Minutes.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

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

There was no public comment (for items not on the agenda).

**V. ACTION ITEMS:**

**A. FY 2018 Regular Board Meeting Dates**

It is customary for the Board to review and approve meeting dates for the next Fiscal Year. The Board's regular meeting dates occur the second Thursday of the month. With the exception of June, July and August those meeting will be held on Wednesday, July 12, 2017, Wednesday, August 9, 2017 and Wednesday, June 13, 2018. This will allow Board and LL&P staff to attend the Sizzlin' Summer Concert Series.

It was MOVED BY SCHRAUBEN, SUPPORTED BY SALZWEDEL, to approve the FY 2018 Board Meeting dates.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**B. Facility Roof Replacements and Repairs**

Staff reached out to four vendors for quotes; only two vendors responded. The two quotes came from Dalstra Roofing for \$115,719 and Sunray Roofing for \$90,060.

\$100K was included in Fiscal Year 2018's Capital Budget for these replacements and repairs, which includes roofs at the Line Shack, Old Engine Room (at Broadway), the lower portion of the Office building, the Office and Generation portions of the Energy Center, and repairs to the upper portion of the Office Building. These current roofs are estimated to be 20-25 years, are in poor condition, and leak.

Because of the 12-16 week lead time, this was brought to the Board now rather than waiting until July's meeting.

It was MOVED BY SCHRAUBEN, SUPPORTED BY CADWALLADER, to accept the low bidder, Sunray Roofing Inc., for \$90,060 for roof replacements and repairs

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**VI. INFORMATIONAL ITEMS:**

- A. Performance Data:** Donkersloot reported on May data.
- B. Monthly Outage Report:** Two outages occurred in the month of May.
- C. Income Statement:** Donkersloot reported on the May 2017 Income Statement.
- D. Capital Projects Report:** Donkersloot reported on the May 2017 Capital Project Report.
- E. Manager's Report:** Donkersloot gave updates to the Board on the following items:
  - A. MPPA/MMEA/APPA Update:**
    - a. MPPA:** The next meeting is scheduled for Wednesday, June 14<sup>th</sup>.
    - b. MMEA:** Donkersloot provided details on the Michigan Supreme Court Great Wolf Lodge ruling.
    - c. APPA:** Donkersloot will be attending the National Conference in Orlando June 18-21.

**B. System/Generation Upgrade Progress:**

- a. **Bio-digester:** Nothing new at this time.
- b. **Five Year Plan:** There's been significant progress on Project 101.
- c. **Other System Projects:** The stack test is expected to be completed later this summer by Network Environmental Inc.
  
- C. **White's Bridge Hydro:** Nothing new at this time.
  
- D. **LL&P Long Term Natural Gas Supply:** Nothing new at this time.
  
- E. **Standby Generator & Gas Compressor Options:** Barney is researching standby generators.
  
- F. **Community Solar:** Nothing new at this time.
  
- G. **SUS Customer Platform/Application:** Phase 1 is complete. Phase 2 is expected to be completed by the end of the summer.
  
- H. **Fiber to the Home:** Nothing new at this time.
  
- I. **Fiber Extension to City Facilities and City-Wide Phone Project:** Is expected to go live June 22<sup>nd</sup>.
  
- J. **Line Shack:** Nothing new at this time.
  
- K. **Harvest Meadows Condominium Development:** Road crossings have been installed and we are waiting for the green light from the developer to start the main trenching and conduit installation.
  
- L. **Website:** Our new website is live. It is easy to navigate around this modern site at [www.lowell-light.org](http://www.lowell-light.org).

Donkersloot also reported on the Mayor Exchange day scheduled June 16th. The schedule Audit, and gave an update on the Energy Optimization and Renewable Energy Plans.

**M. Payables:** May payables are included.

**F. Schedule of Meetings:** June/July was presented.

**VII. NEXT REGULAR LL&P BOARD MEETING:**

The next Board Meeting will be held on Wednesday, July 12, 2017.

**VIII. BOARD COMMENT:**

**Cadwallader:** Tina mentioned that Don DeYoung and staff had the cemetery looking beautiful for Memorial Day. Tina thanked Liz Baker and her staff for their hard work and dedication putting together the concert series.

**Schrauben:** Good time to kayak during the summer concerts. Andrew congratulated Maryalene Laponsie on her daughter's graduation.

**Teelander:** Would like to further discuss net metering policy.

**Beachum:** Discussed the safety procedure for large machinery around our power lines.

**IX. CLOSED SESSION (IBEW & General Manager Evaluation):**

**Roll Call Vote:** Beachum, Schrauben, Cadwallader, Salzwedel – Present  
Chambers - Absent

It was MOVED BY CADWALLADER, supported by SALZWEDEL, to go into Closed Session at 7:10 p.m.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

It was MOVED BY CADWALLADER, supported by SALZWEDEL to come out of Closed Session and return to the Regular Board Meeting at 9:29 p.m.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**X. ADJOURNMENT:**

It was MOVED BY CADWALLADER, supported by SCHRAUBEN to adjourn the Regular Board Meeting at 9:30 p.m.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

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Chairman Beachum

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Date