

**Minutes for the
Board of Lowell Light & Power's
Regular Meeting – August 8, 2018**

I. CALL TO ORDER AND ROLL CALL:

The meeting was called to order at 6:04 p.m. by Chairman Beachum. General Manager Steve Donkersloot called the roll.

Present: Board Members: Perry Beachum, Jeff Dickerman, Dave VanKeulen and Tina Cadwallader

It was MOVED BY DICKERMAN, SUPPORTED BY CADWALLADER, to excuse Schrauben.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

Absent: Andrew Schrauben

Also Present: General Manager Steve Donkersloot, Distribution Manager Ryan Teachworth, Generation Superintendent Casey Mier, Utility Services Coordinator Sharon Morris, Plant Accountant Megan Keyser

II. APPROVAL OF AGENDA:

It was MOVED BY VANKEULEN, 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 DICKERMAN, SUPPORTED BY CADWALLADER, to approve the July 11, 2018 Regular Board Meeting Minutes.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

It was MOVED BY DICKERMAN, SUPPORTED BY VANKEULEN, to approve the July 11, 2018 Closed Meeting Minutes.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

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

There was no public comment.

V. ACTION ITEMS:

A. Pink Arrow Assistance Approval

The past 10 years, the LL&P distribution staff has assisted Pink Arrow with putting up and taking down banners/T-Shirts on Main Street. This has taken place during the course of normal business hours utilizing LL&P staff and vehicles.

Pink Arrow is again requesting our assistance this year. A letter from the Pink Arrow Committee was read to the Board by Chairman Beachum. The total is not expected to exceed the Policy's maximum \$1,000 benefit to one organization.

It was MOVED BY CADWALLADER, SUPPORTED BY VANKEULEN, to approve the Pink Arrow request for assistance.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

VI. INFORMATIONAL ITEMS:

A. Performance Data: Donkersloot reported on July's data.

B. Monthly Outage Report: Five outages occurred in the month of July.

- C. **Income Statement**: Donkersloot reported on the July 2018 Income Statement.
- D. **Capital Projects Report**: Donkersloot reported on the July 2018 Capital Project Report.
- E. **Manager's Report**: Donkersloot gave updates to the Board on the following:

A. MPPA/MMEA/APPA Update:

- a. **MPPA**: Donkersloot provided an update from Belle River's Spring Annual Meeting.
- b. **MMEA**: Fall Conference in Escanaba, September 12th, 13th, and 14th.

Per 2008 PA 95 and 2016 PA 342, LL&P will be sending a summary report of our 2017 Energy Waste Reduction and Renewable Energy Plan with our August bills.

B. System/Generation Upgrade Progress:

- a. **Five Year Plan**: Our portion of the relay upgrade project work, #108 in the Five Year Plan, has been completed.
- b. **Other System Projects**: The last cable pull for the South Broadway/King Milling project was completed.

C. Michigan Energy Providers Conference: Donkersloot provided details on the conference he attended last month.

D. Public Relations Update: Significant time was spent on public relations locally and regionally to provide ratepayers meaningful information.

- E. **LL&P Long Term Natural Gas Supply**: The project is moving along and a lot is happening behind the scenes.
- F. **Solar**: Nothing new at this time.
- G. **Energy Center Space**: LL&P has provided Litehouse and the City everything that has been requested to move forward.
- H. **PCA Update**: Power Cost Adjustment Factor (PCA) was reduced by two-tenths of a cent, from \$.007/kWh to \$.005/kWh, on the bills that went out in July.
- I. **Pre-Audit**: Our pre-audit went well, and our full audit is scheduled for August 26th – 30th.
- J. **Board Meeting Training Schedule**: Starting at September’s Board Meeting, we will be adding a new item under the “Informational Items” section of the Agenda titled “Board Training Sessions.”
- K. **Public Power Week**: Public Power Week is October 7-13. A list of staff ideas was presented to the Board.
- L. **Furniture for Office Building**: Interphase (the sales group for Hayworth) and Enwork have provided preliminary, itemized cost estimates.
- M. **Engine Room Generator Removal**: Ryan met with four vendors over the course of the last month about removing the three diesel generators from the engine room. The quotes were discussed. The Board approved the removal of the engines at a cost not to exceed \$30,000 and authorized staff to proceed with the vendor who was willing to complete the removal at the lowest cost.

It was MOVED BY DICKERMAN, SUPPORTED BY CADWALLADER to remove the engines at a cost not to exceed \$30,000.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

N. Work Anniversaries: July 7th marked Megan’s fourth year with LL&P and July 27th was three years for Justin!

O. Payables: July payables were included.

P. Schedule of Meetings: August/September was presented.

VII. NEXT REGULAR LL&P BOARD MEETING: Scheduled for Thursday, September 20th.

VIII. BOARD COMMENT:

Dave welcomed Casey and looks forward to working with him.

Marty welcomed Casey to a great LL&P team.

Dickerman welcomed Casey. Jeff said whatever they can do as a Board to help him, don’t be afraid to ask.

Beachum said Pink Arrow Community Day is August 16th on the Riverwalk. Free lunch, Betty Ford Mammogram bus and three Michigan Blood Drive trucks would be available. The Pink Arrow game is Thursday, August 30th against Rockford.

ADJOURNMENT:

It was MOVED BY CADWALLADER, SUPPORTED BY VANKEULEN, to adjourn the Regular Board Meeting at 8:22 p.m.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

Chairman Beachum

Date