

**Minutes for the  
Board of Lowell Light & Power's  
Regular Meeting – September 10, 2020**

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

The meeting was called to order by Chairman Beachum at 6:01 p.m.  
General Manager Steve Donkersloot called the roll.

**Present:** Board Members: Perry Beachum, Andrew Schrauben,  
Tina Cadwallader and Jeff Dickerman

**Absent:** None

**Also Present:** General Manager Steve Donkersloot and Lowell City  
Council Member Marty Chambers

**Present by Phone:** Board Member Daniel Crawford, Generation  
Superintendent Casey Mier, and Distribution Manager  
Ryan Teachworth

**II. APPROVAL OF AGENDA:**

It was MOVED BY DICKERMAN, SUPPORTED BY CADWALLADER, to approve  
the agenda as presented.

Yea: 5      Nay: 0      Absent: 0      Motion Carried

**III. APPROVAL OF MINUTES:**

It was MOVED BY DICKERMAN, SUPPORTED BY SCHAUBEN, to approve the  
August 13, 2020 Regular Board Meeting Minutes.

Yea: 5      Nay: 0      Absent: 0      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. Energy Center Construction Projects and Improvements:**

Roof Replacements – Weather Shield proposal was executed and sent back on Friday, August 14<sup>th</sup>. At that time, they estimated our projects would start within the next 6-8 weeks.

Parking Lot Modifications and Improvements - Staff met with Prein & Newhof (P&N) and NTH on site to discuss the additional projects (that we discussed at our August Board Meeting) that we would like to complete during the installation of the water mitigation system and the repaving of the parking lot.

Interior Renovations of Break Room, Offices, Control Room, IT Room, and Bathrooms – Staff met with Erhardt Construction multiple times this past month to start preliminary and schematic design phase of the project.

**B. Potential New Policies Discussion**

Donkersloot discussed the potential adoption of a maternity/paternity leave policy and a standby compensation for generation department employee's policy. The Board gave direction for staff to draft policies for the Board's review in October.

**VI. INFORMATIONAL ITEMS:**

**A. Performance Data:** Donkersloot reported on August's data.

**B. Monthly Outage Report:** There were four outages in the month of August.

**C. Income Statement:** Donkersloot reported on the August 2020 Income Statement.

D. **Capital Projects Report:** Donkersloot reported on the August 2020 Capital Projects Report.

E. **Manager's Report:** Donkersloot provided written updates to the Board on the following:

- MPPA/MMEA/APPA Update
- Distribution & Generation Projects
- Energy Center Projects
- Transformer Fire Follow-Up
- Lowell Charter Township Lien Resolution
- Vergennes Township Lien Resolution
- Stoney Bluff Housing Development
- Potential Industrial Park in Lowell Township
- GIS Update
- Business Continuity/Disaster Response Plan
- Pole Attachment Agreements
- Work Anniversaries
- August Payables

Other announcements made by Donkersloot:

- Community Clean-up Day – Saturday, September 26<sup>th</sup>
- Working with NTH to identify gaps to make sure we are OSHA compliance.
- Vehicle Replacement plan has been updated
- Conduit rate study cost of \$15,000 and will take 4-6 weeks; the Board requested that staff table this study

F. **Schedule of Meetings: September/October was presented.**

VII. **NEXT REGULAR LL&P BOARD MEETING:** Scheduled for Thursday, October 15, 2020.

**VIII. BOARD COMMENT:**

Jeff appreciates all Steve is doing to wrap up his position for the new GM.

Daniel thanked the staff for all the extra work.

Andrew thanked the staff's input for the new GM position.

Perry gave condolences for the passing of Steve's grandpa.

**IX. ADJOURNMENT**

It was MOVED BY DICKERMAN, SUPPORTED BY SCHRAUBEN, to adjourn the Regular Board Meeting at 8:10 p.m.

Yea: 5      Nay: 0      Absent: 0      Motion Carried

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Chairman Beachum

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Date