

**Minutes for the
Board of Lowell Light & Power's
Regular Meeting – April 12, 2022**

I. CALL TO ORDER AND ROLL CALL:

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

Present: Perry Beachum, Andrew Schrauben, Daniel Crawford, & Craig Fonger

Absent: Tina Cadwallader

Also Present: General Manager Charlie West, City Council Liaison Jim Salzwedel, Distribution Manager Ryan Teachworth, Generation Superintendent Casey Mier, Office Manager Julie Stewart, and Financial Analyst Megan Mora.

II. APPROVAL OF AGENDA:

General Manager West requested the addition of Action Item (E) to discuss the Purchase of a Chipper.

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to approve the agenda as amended.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

III. APPROVAL OF MINUTES:

It was MOVED BY FONGER, SUPPORTED BY SCHRAUBEN, to approve the March 15, 2022 Regular Board Meeting Minutes.

Yea: 3 Nay: 0 Absent: 1 Abstain: 1 Motion Carried

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to approve the March 15, 2022 Closed Session Board Meeting Minutes.

Yea: 3 Nay: 0 Absent: 1 Abstain: 1 Motion Carried

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

There was no public comment.

V. **ACTION ITEMS:**

A. **Consideration of Update to Power Cost Adjustment (PCA):**

General Manager West proposed to update Policy 4-1: Power Supply Cost Adjustment Factor (PCA), to include a 6-month time horizon window and change from the end rate to the calculation being the board approved policy. If the update is approved by the board, the change would be filed with the City of Lowell.

It was MOVED BY FONGER, SUPPORTED BY CRAWFORD, to approve the amended Policy 4-1: Power Supply Cost Adjustment Factor (PCA) as presented.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

B. **Draft Budget Feedback:**

The Board discussed the Fiscal Year 2023 Draft Budget to give staff feedback. The Board reaffirmed the commitment to make additional pension contributions, expressed a desire to see Engine Room progress, and requested exploration of a more cost-effective Strategic Plan Review. No formal action was taken.

C. **Consideration and Potential Adoption of Suspension of Service Policy:**

General Manager West presented the board for consideration an amended Policy 5-5 to include a new fee for Disconnect/Reconnect for Seasonal Services.

It was MOVED BY SCHRAUBEN, SUPPORTED BY FONGER, to adopt the amended Policy 5-5: Customer Charges, to include a Disconnect/Reconnect Fee for Seasonal Services.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

D. Policy Review – Billing Errors Policy:

The board reviewed Policy 5-18: Billing Adjustments for Errors. A draft copy was presented with the addition of repayment timeline to be 1.5 times the erroneous billing and corrected language.

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to approve the amended Policy 5-18: Billing Adjustments for Errors as presented with addition of 18-month repayment period cap.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

E. Authorization to Purchase Chipper:

General Manager West requested authorization to purchase a Morbark Eger Beever 1621X Brush Chipper per the presented quote for \$76,050.22.

It was MOVED BY CRAWFORD, SUPPORTED BY SCHRAUBEN, to approve the purchase of the presented Brush Chipper in the amount of \$76,050.22.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

VI. INFORMATIONAL ITEMS:

- A. Performance Data:** West reported on March's data.
- B. Monthly Outage Report:** There was one outage in the month of March.
- C. Annual Outage Report 2021:** West
- D. Income Statement:** West reported on the March 2022 Income Statement.
- E. Capital Projects Report:** West reported on the March 2022 Capital Projects Report.
- F. Manager's Report:** West provided written updates to the Board on the following items:
 - MPPA/MMEA/APPA Update
 - Distribution & Generation Department Update
 - Safety Update
 - Energy Center Projects

- Lineshack
- Conduit Lease Agreement
- Paperless Solution
- Online Portal & Processor Update
- Business Continuity/Disaster Response Plan
- Transformer Fire
- EV Charger Update
- Time-Of-Use Analysis
- Cost of Service Study/5-Year Rate Plan
- Soil Gas Mitigation
- Power Cost Adjustment
- Equipment Replacement Plan
- Pension Surplus Division
- Insurance Update
- Substation 5-Year Maintenance
- Camera System
- Diesel Generator
- Lowell Expo
- Community Engagement
- Demand Response Program
- Lineman Appreciation Event
- Grant Opportunities
- Save the Date
- Work Anniversaries
- Payables

G. Schedule of Meetings: April/May was presented.

VII. NEXT REGULAR LL&P BOARD MEETING: Scheduled for Tuesday, May 10, 2022.

VIII. BOARD COMMENT:

Fonger expressed excitement for the upcoming Lineworker Appreciation Day events, mentioned the Fallasburg Village & Lowell Area History Museum events, was glad to see the new electric vehicle charging stations installed, and congratulated staff on their participation in the Expo. Crawford congratulated staff on the safety award and requested that the board do another board meeting at the Energy Center. Schrauben

expressed appreciated for all the staff's hard work on many ongoing projects and the recent completion of some projects. Beachum congratulated everyone on the safety award. Concerning the latest insert included in the city water bill regarding utility work concerns, Beachum clarified that LL&P is always willing to help their customers if they come to us with an issue, even if LL&P is not responsible for the work.

IX. ADJOURNMENT

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER to adjourn the Regular Board Meeting at 9:16 p.m.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

Chairman Beachum

Date