

**Minutes for the  
Board of Lowell Light & Power's  
Regular Meeting – July 14, 2021**

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

The meeting was called to order by Chairman Beachum at 6:00 p.m., and Charlie West called the roll.

**Present:** Perry Beachum, Tina Cadwallader, & Andrew Schrauben

**Absent:** Daniel Crawford

**Also Present:** General Manager Charlie West, Distribution Manager Ryan Teachworth, Plant Accountant Megan Mora, City Council Liaison Jim Salzwedel, City Council Member Cliff Yankovich, & Karl Bloss

It was MOVED BY SCHRAUBEN, SUPPORTED BY CADWALLADER to excuse Daniel Crawford's absence.

Yea: 3      Nay: 0      Absent: 1      Motion Carried

**II. APPROVAL OF AGENDA:**

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

Yea: 3      Nay: 0      Absent: 1      Motion Carried

**III. APPROVAL OF MINUTES:**

It was MOVED BY CADWALLADER, SUPPORTED BY SCHRAUBEN, to approve the June 9, 2021 Board Meeting Minutes.

Yea: 3      Nay: 0      Absent: 1      Motion Carried

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

There was no public comment.

**V. ACTION ITEMS:**

**A. Electric Vehicle Presentation**

Cliff Yankovich and Karl Bloss provided a presentation on electric vehicles and electric vehicle charging stations. During the presentation, Yankovich and Bloss highlighted how EV drivers rely on charging stations and the impact the two charging stations in Lowell have on the community. Bloss highlighted the importance of working with customers to manage their charging so EVs play a roll as an asset to the electric grid, not a liability. Yankovich and Bloss also requested that the Board consider updating the two existing chargers and to explore a customer-paid model.

The Board discussed the presentation and asked West to investigate the replacement of the two existing EV chargers.

No action was taken.

**B. Retiree Health Care Policy Update (Hire Date Prior to Sept. 1, 2012)**

Based on previous Board discussion and feedback from MERS and legal counsel, Charlie West presented an updated Retiree Health Care Policy (Hire Date Prior to Sept. 1, 2012). The presented plan was reviewed and approved by Lowell Light & Power's attorney, MERS, Priority Health, and BHS. The board discussed how the new policy clarified the policy adopted in 2012 and that it would be an added benefit to employees.

It was MOVED BY CADWALLADER, SUPPORTED BY SCHRAUBEN, to approve the Retiree Health Care Policy – Employees Hired Before September 1, 2012 as presented.

Yea: 3      Nay: 0      Absent: 1      Motion Carried

**C. Fiscal Year 2021 Write-offs for FYE June 2020**

At the end of each year, LL&P writes off the balances from accounts that have been closed, collections attempted and/or lienied.

The current write-off amount is \$699.95, which is 0.00832% of FY 2020's total electric sales and late fees. Compared to last year, this write-off amount decreased \$1,258.45.

When comparing our write-offs to other utilities our size throughout the nation (utilities with 2,000-5,000 customers), we are doing 96.22% better than average.

The board praised the customer service department for such a small amount! Over the past seven years, the write off amount has steadily decreased and we hope to continue the trend.

It was MOVED BY SCHRAUBEN, SUPPORTED BY CADWALLADER, to approve the Fiscal Year 2021 Write-offs for FYE June 2020.

Yea: 3      Nay: 0      Absent: 1      Motion Carried

**D. Recommendation for New Pickup Truck Purchases**

West presented an updated Equipment Replacement Plan. Originally, the plan indicated replacing Unit 30 (Ford Bucket Truck), Unit 31 (Ford F-250 Pickup Truck), and Unit 52 (Bandit Wood Chipper) in FY 2022, and replacing Unit 50 (Dodge Pickup Truck) in FY 2023. Based on the current condition and ongoing issues of Unit 50, the staff recommended replacing Unit 31 (Ford F-250 Pickup Truck) and Unit 50 (Dodge Pickup Truck) in FY 2022, and replacing Unit 30 (Ford Bucket Truck) in FY 2023. Staff will continue to evaluate a chipper purchase and will present a recommendation at a future date.

The current funding of the Equipment Replacement plan supports the expedited purchase of Unit 50 and would still result in a surplus balance of approximately \$54,000 at the end of the fiscal year. These funds would carry forward and would be applied to the purchase of a new bucket truck in FY 2023.

Distribution Manager Ryan Teachworth presented bids for the two new pickup trucks and the Board discussed the current issues with Unit 50, new pickup truck options, and how old units are sold.

It was MOVED BY CADWALLADER, SUPPORTED BY SCHRAUBEN, to approve the truck bids from Sourcewell for two (2) 2500HD Chevrolet Pickup Trucks.

Yea: 3      Nay: 0      Absent: 1      Motion Carried

**E. General Manager Review Discussion**

Chairman Beachum introduced the topic of the General Manager review process and discussed how the rest of the Board would prefer to proceed.

The board made the decision to have a special meeting to discuss in more detail and no action was taken.

**VI. INFORMATIONAL ITEMS:**

- A. Performance Data:** West reported on June's data.
- B. Monthly Outage Report:** There were two outages in the month of June.
- C. Income Statement:** West reported on the June 2021 Income Statement.
- D. Capital Projects Report:** West reported on the June 2021 Capital Projects Report.

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

- MPPA/MMEA/APPA Update/Hedge Plan
- Distribution & Generation Projects
- Safety Update
- Energy Center Projects
- Line Shack
- Conduit Lease Agreement
- GIS Update
- Paperless Solution
- Online Portal & Processor Update
- Open Position
- Business Continuity/Disaster Response Plan
- EWR Post 2021
- MERS Pension Valuation
- EGLE Air Quality Inspection
- Work Anniversaries
- June payables

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

VII. **NEXT REGULAR LL&P BOARD MEETING:** Scheduled for Thursday, August 12, 2021.

VIII. **BOARD COMMENT:**

Cadwallader expressed excitement for the electric cars and motorcycle charging stations, and congratulated Megan and the office staff on their diligence with obtaining customer payments and making customers feel comfortable reaching out for help.

Beachum reminded staff to keep track of RP3 designation information on a continuous basis so that we don't have to rush to gather the information just before the deadline.

**IX. ADJOURNMENT**

It was MOVED BY CADWALLADER, SUPPORTED BY SCHRAUBEN to adjourn the Regular Board Meeting at 8:32 p.m.

Yea: 3      Nay: 0      Absent: 1      Motion Carried

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Chairman Beachum

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Date