

**Minutes for the
Board of Lowell Light & Power's
Regular Meeting – March 11, 2021**

I. CALL TO ORDER AND ROLL CALL:

The meeting was called to order by Chairman Beachum at 6:02p.m., and Charlie West from Lowell, MI called the roll.

It was MOVED BY CRAWFORD, SUPPORTED BY CADWALLADER to excuse Jeff Dickerman.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

Present: Perry Beachum, Tina Cadwallader, Andrew Schrauben & Daniel Crawford

Absent: Jeff Dickerman

Also Present: General Manager Charlie West and Lowell City Council Member Jim Salzwedel

Present by Phone: Generation Superintendent Casey Mier, Distribution Manager Ryan Teachworth, and Plant Accountant Megan Mora

II. APPROVAL OF AGENDA:

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

Yea: 4 Nay: 0 Absent: 1 Motion Carried

III. APPROVAL OF MINUTES:

It was MOVED BY CRAWFORD, SUPPORTED BY CADWALLADER, to approve the February 11, 2021 Board Meeting Minutes.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

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

There was no public on the call, therefore, there was no public comment.

V. ACTION ITEMS:

A. Resolution Designating a Member Authorized Representative for the MPPA Energy Services Project:

During a recent administrative audit, MPPA could not locate a current resolution from LL&P naming a Member Authorized Representative for the Energy Services Project (ESP). The purpose of the Member Authorized Representative is for the Board to delegate the responsibility of the binding member into Purchase Power Commitments.

It was MOVED BY SCHRAUBEN, SUPPORTED BY CRAWFORD, to adopt this resolution that identifies Charlie West as Lowell Light and Power's Member Authorized Representative.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

B. Klosner Properties, LLC Easement Acceptance:

The Board reviewed a Utility Easement Agreement with Klosner Properties, LLC. The Agreement will allow LL&P to construct and install underground infrastructure on Klosner Properties, LLC's property to serve the parcel at 126 S. West Avenue and the surrounding properties.

It was MOVED BY SCHRAUBEN, SUPPORTED BY CADWALLADER, to accept the Utility Easement Agreement with Klosner Properties, LLC and send the easement to City Council for final approval.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

C. FY 2022 Draft Operating and Capital Budgets:

Section 16.3 of the City Charter requires LL&P to submit a copy of the next fiscal year's budget to the City in March. Based on this requirement, staff spent time reviewing strategic planning objectives, long range financial projections, and upcoming capital projects. Based on this review, staff has compiled and presented a draft budget for FY 2022 for the Board's consideration.

There was Board comment and discussion.

It was MOVED BY CRAWFORD, SUPPORTED BY SCHRAUBEN, to approve the FY 2022 Draft Operating and Capital Budgets and to submit them to the City for approval.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

D. Discussion on Board Training Topics:

West gave an update on topics for the Board training sessions that are scheduled every 2-3 months.

There was Board discussion.

No action was taken.

E. Engine Room Discussion:

Over the next two months, staff will continue to work on the budget and produce a final budget for the Board in May. The draft capital budget currently does not include anything related to the Engine Room.

The Board gave feedback on the Engine Room on a lot of ideas for that space. West will get floor quotes for the next Board meeting.

No action was taken.

INFORMATIONAL ITEMS:

- A. **Performance Data:** West reported on February's data.
- B. **Monthly Outage Report:** There were no outages in the month of February.
- C. **Income Statement:** West reported on the February 2021 Income Statement.
- D. **Capital Projects Report:** West reported on the February 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
 - Transmission Update
 - Safety Update
 - Energy Center Projects
 - Line Shack
 - Impact Church Billing
 - Conduit Lease Agreement
 - GIS Update
 - RP3
 - Online Portal & Processor Update
 - Open Position
 - Time of use Rates- Electric Vehicle
 - Work Anniversaries
 - February Payables
- F. **Schedule of Meetings: March/April was presented.**

VI. NEXT REGULAR LL&P BOARD MEETING: Scheduled for Thursday April 15, 2021.

VII. BOARD COMMENT:

Daniel is pleased Ryan and Casey are moving forward on the construction project at the energy center.

Tina is thrilled with the LL&P staff.

Andrew received a COVID update from West.

Perry asked about putting the RP3 plaque on the wall.

VIII. ADJOURNMENT

It was MOVED BY CRAWFORD, SUPPORTED BY SCHRAUBEN, to adjourn the Regular Board Meeting at 9:37 p.m.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

Chairman Beachum

Date