

**Minutes for the
Board of Lowell Light & Power's
Regular Meeting – March 15, 2022**

I. CALL TO ORDER AND ROLL CALL:

The meeting was called to order by Vice Chairman Schrauben at 6:04 p.m., and General Manager West called the roll.

Present: Andrew Schrauben, Tina Cadwallader, Daniel Crawford & Craig Fonger

Absent: Perry Beachum

Also Present: General Manager Charlie West, Distribution Manager Ryan Teachworth, Generation Superintendent Casey Mier, and City Councilmember Marty Chambers.

It was MOVED BY CRAWFORD, SUPPORTED BY CADWALLADER, to excuse Perry Beachum's absence.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

II. APPROVAL OF AGENDA:

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

Yea: 4 Nay: 0 Absent: 1 Motion Carried

III. APPROVAL OF MINUTES:

It was MOVED BY FONGER, SUPPORTED BY CRAWFORD, to approve the February 10, 2022 Board 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. Authorization to Proceed with Transformer Order Payment:

General Manager West requested authorization to issue payment for the stock transformer order that was delivered last month in the amount of \$25,830.

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to authorize to issue payment for transformer order as presented.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

B. Authorization to Proceed with 3 Phase Transformer Order:

General Manager West requested approval to place an order for additional stock 3 Phase transformers in the amount of \$37,443, subject to pricing adjustments.

It was MOVED BY FONGER, SUPPORTED BY CADWALLADER, to authorize to proceed with the transformer order for three phase units as presented.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

C. Lowell Little League Benevolence Request:

Lowell Little League submitted a benevolence request for LL&P sponsorship. General Manager West recommended the Board approve the benevolence request through a 3-year MVP commitment (\$450/year).

It was MOVED BY CRAWFORD, SUPPORTED BY CADWALLADER, to approve the benevolence request from Lowell Little League at the MVP level of \$450 a year for 3 years.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

D. Defined Benefit Plan Surplus Division Adoption Addendum:

The board discussed the adoption of a Defined Benefit Surplus Division as a mechanism to expedite the funding of the LL&P Defined Benefit Unfunded Liability.

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to approve the Defined Benefit Plan Surplus Division as presented.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

E. FY 2023 Draft Operating and Capital Budgets:

General Manager West presented the Fiscal Year 2023 Draft Operating and Capital Budgets to the board for review. The board discussed the presented budget and determined to discuss it further at the next board meeting. A final draft of the FY 2023 Operating and Capital Budget will be presented for board approval at the May board meeting, for inclusion in the City's final budget.

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to approve the FY 2023 Draft Operating and Capital Budgets as presented.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

F. Adoption of Updated Strategic Plan:

General Manager West presented an updated Strategic Plan for adoption.

It was MOVED BY CADWALLADER, SUPPORTED BY FONGER, to adopt the update Strategic Plan as presented.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

G. CLOSED SESSION – Working Agreement Amendment:

It was MOVED BY FONGER, SUPPORTED BY CADWALLADER, to go into closed session to discuss an amendment to the Working Agreement with IBEW Local 876 at 7:48 p.m.

Roll Call Vote:

Yea: Schrauben, Cadwallader, Crawford, and Fonger

Nay: 0 Absent: 1 Motion Carried

It was MOVED BY CADWALLADER, SUPPORTED BY CRAWFORD, to come out of closed session at 8:10 p.m.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

H. Action Items as a Result of Closed Session:

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to approve the amendment to the Working Agreement as presented.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

VI. 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 2022 Income Statement.
- D. Capital Projects Report:** West reported on the February 2022 Capital Projects Report.
- E. 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
 - Line Shack
 - Conduit Lease Agreement
 - Paperless Solution
 - Online Portal & Payment Processor Update
 - Business Continuity/Disaster Response Plan
 - Transformer Fire
 - EV Charger Update
 - Time-Of-Use Analysis

- Cost of Service Study/5-Year Rate Plan
- Cyber Security Training
- Staffing
- Soil Gas Mitigation
- Engine Room
- Power Cost Adjustment
- Equipment Replacement Plan
- Bargaining Unit Discussion
- Insurance Update
- Grant Opportunities
- MI Homeowners Assistance Fund
- Workers Compensation Update
- Save the Date
- Future Board Items
- Work Anniversaries
- Payables

F. **Schedule of Meetings:** March/April was presented.

VII. **NEXT REGULAR LL&P BOARD MEETING:** Scheduled for Tuesday, April 12, 2022.

VIII. **BOARD COMMENT:**

Fonger thanked Ground Worker Matt Schuitema for attending. Crawford welcomed both new employees to the company and expressed appreciation for the managers and office staff's for finding ways to keep projects moving forward. Cadwallader promoted the Lowell Expo coming March 26th and inquired into what would be at LL&P's booth this year. Also, Cadwallader stated that she was proud of Ryan, Casey and Matt, and encouraged Matt that working for LL&P is a game-changer opportunity. Schrauben also welcomed Matt and Steve, and appreciated Matt's enthusiasm for attending the meeting. Lastly, Schrauben expressed gratitude for the forward thinking of staff and their continual progress to make LL&P a better utility.

IX. **ADJOURNMENT**

It was MOVED BY FONGER, SUPPORTED BY CRAWFORD to adjourn the Regular Board Meeting at 9:11 p.m.

Yea: 4

Nay: 0

Absent: 1

Motion Carried

Chairman Beachum

Date