

**Minutes for the  
Board of Lowell Light & Power's  
Regular Meeting – September 12, 2019**

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

The meeting was called to order at 6:00 p.m. by Chairman Beachum. General Manager Steve Donkersloot called the roll.

**Present:** Board Members: Perry Beachum, Jeff Dickerman, Andrew Schrauben, and Daniel Crawford

**Absent:** Tina Cadwallader

It was MOVED BY DICKERMAN, SUPPORTED BY SCHRAUBEN, to excuse Cadwallader's absence.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**Also Present:** General Manager Steve Donkersloot, Generation Superintendent Casey Mier, Utility Services Coordinator Sharon Morris, and Staff Accountant Julie Stewart

**II. APPROVAL OF AGENDA:**

Donkersloot tabled Action Item A, IT & Cyber Security Upgrade Project. Kore Hi-Com did not feel they had a productive presentation to give this month.

It was MOVED BY DICKERMAN, SUPPORTED BY SCHRAUBEN, to approve the agenda as amended.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

### III. **APPROVAL OF MINUTES:**

It was MOVED BY DICKERMAN, SUPPORTED BY SCHRAUVEN, to approve the August 14, 2019 Regular Meeting Minutes.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

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

There were no members of the public in attendance.

### V. **ACTION ITEMS:**

#### A. **Lowell Rotary Club Assistance Approval**

Donkersloot discussed partnering with the Lowell Rotary to promote a Holiday Light competition as a fundraiser for Rotary. Since he is a part of Rotary, Steve deferred to the Board to decide how to proceed. Rotary is seeking to raise between \$2,000-\$2,500.

Rate payers would be encouraged to participate in the competition. Giving a rebate to customers for purchasing LED holiday lights was discussed.

Social media and bill stuffers were discussed to advertise. The Board discussed how much to give rotary and each customer.

The Board consensus was for LL&P staff to move forward with putting together details on the Holiday Light competition and to bring back participation numbers for October's meeting.

#### B. **Adoption of Amended LL&P/METC Interconnection Facilities Agreement**

Donkersloot reviewed the history as a refresher for the Board.

Maintenance was done on our 6 miles of transmission line and we were invoiced. After attorney review, there was gray area found in the contract,

and a revised agreement was developed to make it clear who is responsible for maintenance.

It was MOVED BY DICKERMAN, SUPPORTED BY SCHRAUBEN, to approve the revised IFA.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

## VI. **INFORMATIONAL ITEMS:**

- A. **Performance Data:** Donkersloot reported on August's data.
- B. **Monthly Outage Report:** There were six outages in the month of August.
- C. **Income Statement:** Donkersloot reported on the August 2019 Income Statement.
- D. **Capital Projects Report:** Donkersloot reported on the August 2019 Capital Projects Report.
- E. **Board Training:** Stewart presented on the Customer Portal/Mobile App.
- F. **Manager's Report:** Donkersloot provided written updates to the Board on the following:
  - MPPA/MMEA/APPA
  - Distribution & Generation Projects
  - Transmission Update
  - Energy Center Space
  - GIS Update
  - Business Continuity/Disaster Response Plan
  - MERS Update
  - IT Upgrades
  - Pole Attachment Agreements with AT&T and Comcast
  - Annual Audit

- Work Anniversaries
- August Payables

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

**VII. NEXT REGULAR LL&P BOARD MEETING:** Scheduled for Thursday, October 17, 2019.

**VIII. BOARD COMMENT:**

Dickerman welcomed Crawford to the Board and thanked the accounting staff for a great audit.

Schrauben was thankful he had LL&P and his power was quickly restored.

Crawford is happy to be on the Board and is eager to learn more about LL&P and the projects they have going on.

Beachum said Lowell Light Power is a complex industry, and he still learns things at each meeting.

**IX. Adjournment**

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

Yea: 4      Nay: 0      Absent: 1      Motion Carried

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Chairman Beachum

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Date