

**Minutes for the
Board of Lowell Light & Power's
Regular Meeting – April 9, 2024
LL&P Energy Center (625 Chatham St)**

I. CALL TO ORDER AND ROLL CALL:

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

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

Absent: None

Also Present: General Manager Charlie West, City Council Liaison Jim Salzwedel, Distribution Manager Ryan Teachworth, and Office Manager Julie Stewart

II. APPROVAL OF AGENDA:

Chairperson Beachum requested the addition of action item (D) General Manager Evaluation Discussion. General Manager West requested the addition of action item (A1) Non-Union Insurance Discussion.

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

Yea: 5 Nay: 0 Absent: 0 Motion Carried

III. APPROVAL OF MINUTES:

The March 12, 2024 Regular Board Meeting Minutes were reviewed and corrections were noted.

It was MOVED BY FONGER, SUPPORTED BY CADWALLADER, to approve the March 12, 2024 Regular Board Meeting Minutes with noted changes.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

IV. SAFETY MOMENT:

Office Manager Stewart presented a safety moment about distracted driving.

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

There was no public comment.

VI. **ACTION ITEMS:**

A1. Non-Union Insurance Discussion:

General Manager West presented high-level changes coming to vision and dental insurance, stated that Priority Health is terminating the current plan that LL&P offers to its non-union staff, and presented initial evaluations and potential insurance plans. Charley Schlosser from BHS Insurance was present to answer questions. The board discussed the plan options and provided strategy for choosing the insurance plan(s) to offer. No action was taken.

A. Non-Union Overtime Policy Update:

General Manager West presented an updated Non-Union Overtime Policy for the board's consideration, which would allow employees to request the opportunity to be exempt from overtime while working remotely on weekends or holidays.

It was MOVED BY FONGER, SUPPORTED BY SCHRAUBEN, to approve the updated Non-Union Overtime Policy as presented.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

B. Rate 224 Energy Charge:

General Manager West presented an updated energy charge for General Service Demand – Transformer Ownership rate (GSDTO 224) to be adjusted from \$.05199 to \$.05466 kWh, for board approval. During a review of the current rates which were approved by the board in November 2023 and became effective in January 2024, staff identified a slight discrepancy in the energy component of the GSDTO 224 rate. Staff worked with UFS to identify a solution and updated internal procedures.

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to approve the updated energy rate for General Service Demand – Transformer Ownership rate to \$.05466/kWh as presented.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

C. Policy 6-8: Line Service Extension – LL&P Contribution Update:

General Manager West presented an update to Policy 6-8: Line Service Extension for board approval, with updated LL&P maximum investment amounts based on the UFS cost of service study and LL&P long-range financial plan.

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to approve the updated Policy 6-8: Line Service Extension with correction to Residential Development (3 Years) to \$1,850 per lot.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

D. General Manager Evaluation Discussion:

Chairperson Beachum requested a special called board meeting on April 23, 2024 to conduct the General Manager evaluation and any other action items that may need to be added. Beachum also requested the board and select staff complete an evaluation form prior to the meeting.

VII. INFORMATIONAL ITEMS:

A. Performance Data: West reported on the March 2024 data.

B. Monthly Outage Report: Teachworth reported on one outage in the month of March.

C. Income Statement: West reported on the March 2024 Income Statement.

D. Capital Projects Report: West reported on the March 2024 Capital Projects Report.

E. Accident Update: Teachworth reported on procedure updates resulting from the accident where a hydraulic line failed and sprayed an employee.

F. Manager's Report: West provided written updates to the Board on the following items:

- MPPA/MMEA/APPA Update
- Distribution Department Update
- Generation Department Update
- Safety Update
- Lineworker Appreciation Events
- Facility Projects
- Lineshack
- Transformer Fire
- RP3 Application
- IT Update
- Valuation Study
- Alternative Schedule
- Business-to-Customer Payments
- GIS Update
- ATT Joint Use Agreement
- Arbor Board Funding
- 2024 MPPA Stakeholder Meeting
- Cash Levels/MERS Surplus/Equipment Replacement
- APPA National Conference
- Staffing Update
- UFS
- Insurance Update
- Adopt-A-Road
- Cyber Security Training
- Work Anniversaries
- Payables

- G. **Schedule of Meetings:** April/May was presented.
- H. **Supplemental Information:** West provided supplemental information to the Board on the following items:
 - Sales and Cash & Investments Performance Data Charts
 - Benevolence Report
 - Full Income Statement
 - March Payables

VIII. **NEXT REGULAR LL&P BOARD MEETING:** Scheduled for Tuesday, May 14, 2024 at the Energy Center.

IX. **BOARD COMMENT:**
Cadwallader expressed appreciation for the insurance discussion, requested a copy of the LL&P organizational chart, and thanked Ryan for staying on part-time. Salzwedel mentioned that the next City Council meeting will be starting early so to look for the notice. Schrauben appreciated the photo presentation design and congratulated Ryan on his retirement and for his service to LL&P. Beachum thanked Ryan for giving LL&P 20 hours a week for a transition period, requested that the board meeting dates description be corrected on the city's website, and mentioned that he is likely not able to attend the next board meeting.

X. **ADJOURNMENT**
It was MOVED BY FONGER, SUPPORTED BY SCHRAUBEN to adjourn the Regular Board Meeting at 9:02 p.m.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

PERRY BEACHUM
Chairperson Beachum

5/14/2024
Date