

**Minutes for the  
Board of Lowell Light & Power's  
Regular Meeting – November 12, 2024**

**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, and Daniel Crawford

**Absent:** Andrew Schrauben

**Also Present:** General Manager Charlie West, City Council Liaison Jim Salzwedel, Transitional Distribution Manager Zac Walker, Generation Superintendent Casey Mier, and Financial Analyst Megan Mora

It was MOVED BY CRAWFORD, SUPPORTED BY CADWALLADER, to excuse Andrew Schrauben absence.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**II. APPROVAL OF AGENDA:**

General Manager West requested the addition of action item (E) Consideration of a 9-Year Energy & Renewable Credit Transaction.

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

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**III. APPROVAL OF MINUTES:**

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to approve the October 15, 2024 Regular Board Meeting Minutes.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**IV. SAFETY MOMENT:**

Financial Analyst Mora presented a safety moment about Thanksgiving cooking safety.

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

There was no public comment.

**VI. ACTION ITEMS:**

**A. Authorization to Update Bank Signatories for LL&P Bank Accounts:**

Due to a new Board Vice Chairperson and staffing changes, staff recommended to update the check signers on LL&P Huntington and 5/3 Bank accounts:

ADD: Craig Fonger  
Zac Walker  
REMOVE: Andrew Schrauben  
Ryan Teachworth

It was MOVED BY BEACHUM, SUPPORTED BY CRAWFORD, to add Craig Fonger and Zac Walker, and remove Andrew Schrauben and Ryan Teachworth as LL&P signatories for Huntington and 5/3 Bank accounts.

Yea: 4          Nay: 0          Absent: 1          Motion Carried

**B. Authorization to Open New Bank Account:**

With the addition of Huntington's ChoicePay offering, LL&P will now have the option to refund customer deposits via ACH or a store gift card. To reduce interbank transfers and to simplify the process, staff recommends to open a new checking account with Huntington Bank to move customer deposit funds from 5/3 Bank to Huntington. Check signers on the new account would be the same as all other LL&P accounts.

It was MOVED BY FONGER, SUPPORTED BY CRAWFORD, to authorize staff to open a new basic checking account with Huntington Bank.

Yea: 4          Nay: 0          Absent: 1          Motion Carried

**C. Update to Policy 5-10: Customer Credit Refund:**

With the newly approved additional deposit refund options for our residential customers, staff presented an updated Policy 5-10: Customer Credit Refunds with updated wording to reflect that a check is no longer the only refund option.

It was MOVED BY FONGER, SUPPORTED BY CADWALLADER, to approve the updated Policy 5-10: Customer Credit Refunds as presented.

Yea: 4          Nay: 0          Absent: 1          Motion Carried

**D. Power Purchase Commitment Authorization – Hart Solar Replacement Capacity:**

As part of the second amendment to the Hart Solar PPA, capacity was made available to MPPA at a below-market rate for the summer and fall seasons of the 2025/2026 planning year. Lowell's recommended offtake is 5.1 MW for both seasons, which aligns with LL&P's short capacity position for the corresponding

seasons. Staff recommended to authorize and direct the General Manager to execute the presented capacity Purchase Power Commitment Authorization from MPPA with a maximum commitment of \$130,050. The MPPA Board of Commissioners will then vote to authorize MPPA to execute the transaction at their November 13 board meeting.

It was MOVED BY CRAWFORD, SUPPORTED BY CADWALLADER, to authorize and direct the General Manager to execute the presented Purchase Power Commitment Authorization with a maximum commitment of \$130,050, contingent upon the full MPPA Board of Commissioners' approval.

Yea: 4          Nay: 0          Absent: 1          Motion Carried

- E. Consideration of a 9-Year Energy & Renewable Energy Credit Transaction:**  
West presented a 9-year energy plus renewable energy credit transaction for board consideration. Effective January 1, 2027 through December 31, 2035, the 2 part transaction would provide around the clock energy plus renewable energy credits (RECs), which would assist with PA 235 compliance through 2035. Over the term of the PPC, the not-to-exceed financial commitment would be \$5,656,391.78. The MPPA Board of Commissioners will then vote to authorize MPPA to execute the transaction at their November 13 board meeting.

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to authorize and direct the General Manager to execute the presented Purchase Power Commitment Authorization for the 9-year Energy plus REC transaction with a maximum commitment of \$5,656,391.78, contingent upon the full MPPA Board of Commissioners' approval.

Yea: 4          Nay: 0          Absent: 1          Motion Carried

**VII. INFORMATIONAL ITEMS:**

- A. Customer Satisfaction Survey Update:** West reported on the results of the Customer Satisfaction Survey and award received.
- B. Performance Data:** West reported on the October 2024 data.
- C. Monthly Outage Report:** Walker reported on the one outage in the month of October.
- D. Income Statement:** West reported on the October 2024 Income Statement.
- E. Capital Projects Report:** West reported on the October 2024 Capital Projects Report.
- F. Distribution Report:** Walker provided written updates to the board on Distribution department progress.
- G. Generation Report:** Mier provided written updates to the board on Generation department progress.

- H. **Office Report:** Stewart and Mora provided written updates to the board on Office department progress.
- I. **Manager's Report:** West provided written updates to the Board on the following items:
- MPPA/MMEA/APPA Update
  - Safety Update
  - IT Update
  - Staffing Update
  - Earned Sick Leave Act
  - UFS – Annual Update/Rate Design
  - Employment Agreement
  - 4<sup>th</sup> Grade Field Trip/Think Energy Presentations
  - RP3
  - Spill Prevention, Control, and Countermeasure and Pollution Incident Prevention Plan (SPCC/PIPP)
  - Community Benefit Analysis
  - Work Anniversaries
  - Payables
- J. **Schedule of Meetings:** November/December was presented.
- K. **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
  - October Payables

VIII. **NEXT REGULAR LL&P BOARD MEETING:** Scheduled for Tuesday, December 10, 2024 at the Energy Center.

IX. **BOARD COMMENT:**

Cadwallader was astounded by the customer survey results, especially renter responses, and congratulated Mark on 25 years. Salzwedel as part of the Showboat Committee thanked LL&P for their partnership during Harvest Festival and mentioned they've booked it for next year. Fonger was very pleased with the survey results as well as the turnout for Power Fest, and proposed the idea of partnering with Lowell Arts to paint a mural on the warehouse exterior or paint transformers. Crawford thanked the Showboat for hosting LL&P for Harvest Fest, appreciated the staff catching the need for an update to the refund policy, congratulated Mark on his anniversary, congratulated all departments for high marks on the customer survey, and welcomed the new staff. Schrauben relayed comments to welcome the new team members, thanked Rally and Jamarie for helping in Florida, and congratulated Mark on a quarter century anniversary.

Beachum congratulated Mark on 25 years, welcomed the new employees, and expressed great appreciation for a great staff.

**X. ADJOURNMENT**


It was MOVED BY CRAWFORD, SUPPORTED BY CADWALLADER to adjourn the Regular Board Meeting at 7:46 p.m.

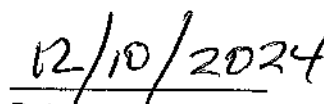
Yea: 4

Nay: 0

Absent: 1

Motion Carried

  
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Chairperson Beachum

  
\_\_\_\_\_  
Date