

**Minutes for the
Board of Lowell Light & Power's
Regular Meeting – February 11, 2025**

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, and Andrew Schrauben

Absent: None

Also Present: General Manager Charlie West, City Council Liaison Jim Salzwedel, Transitional Distribution Manager Zac Walker, Generation Superintendent Casey Mier, and Office Manager Julie Stewart

II. APPROVAL OF AGENDA:

West proposed changes to the agenda: Item (D) General Manager Employment Agreement Amendment Consideration was removed from the agenda; item (C) Update on PA-95 was moved to item (A); item (A) Strategic Plan Update was moved to item (C).

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

Yea: 5 Nay: 0 Absent: 0 Motion Carried

III. APPROVAL OF MINUTES:

It was MOVED BY FONGER, SUPPORTED BY CRAWFORD, to approve the January 14, 2025 Regular Board Meeting Minutes.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

IV. SAFETY MOMENT:

Mier presented a safety moment about tire safety.

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

There was no public comment.

VI. ACTION ITEMS:

A. Update on PA-95 – Low Income Energy Assistance Fund:

West provided an update to the board regarding compliance with the legislation passed late in 2024 that changed how LL&P must handle PA-95 requirements, that deals with the Low Income Assistance Program (MEAP). For the past 6 years, LL&P has opted out of participation. Under the changes to the law, if LL&P

chooses to opt out of the state program, LL&P will be required to establish a local program. West covered the requirements of having a local program versus opting into the state program. Monica Light from Flat River Outreach Ministries was present to discuss a potential partnership with FROM to administer a new local program. The board will be required to make a decision at the March board meeting. No action was taken.

B. Paid Time Off Policy Update for Earned Sick Time Act Compliance:

West provided an update to the board regarding compliance with the Earned Sick Time Act (ESTA) and presented updated policies for board consideration, reflecting previous discussion. Staff recommended to approve the updated non-union PTO Policy update, to be effective on February 21, 2025, and contingent upon the ESTA becoming effective on February 21, 2025. Staff recommended to approve granting a prorated allocation of ESTA-PTO to ensure compliance in FY 25. Lastly, staff recommended to authorize the GM to execute a letter of agreement (LOA) with the collective bargaining unit to implement PTO policies that materially align with the non-union policies and that includes a pro-rated allotment of ESTA-PTO for FY 25 compliance purposes. All recommendations contingent on the ESTA going into effect as they were currently written.

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER, to approve the updated policies as presented, contingent on ESTA going into effect on February 21, 2025 as written at the time of the approval.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

C. Strategic Plan Update:

General Manager West provided an annual review of the Strategic Plan with the board. Staff shared insights into initiatives and areas of focus, as outcomes of an internal review. Additionally, a preview of the FY 25 capital budget was presented. No action was taken.

VII. INFORMATIONAL ITEMS:

- A. **Performance Data:** West reported on the January 2025 data.
- B. **Monthly Outage Report:** Walker reported on the 3 outages in January 2025.
- C. **Income Statement:** West reported on the January 2025 Income Statement.
- D. **Capital Projects Report:** West reported on the January 2025 Capital Projects Report.
- E. **Distribution Report:** Walker provided written updates to the board on Distribution department progress.
- F. **Generation Report:** Mier provided written updates to the board on Generation department progress.
- G. **Office Report:** Stewart and Mora provided written updates to the board on Office department progress.

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

- MPPA/MMEA/APPA Update
- Safety Update
- PA-95 Michigan Energy Assistance Program
- Annual Compliance
- Lowell Ledger
- Employment Agreement
- KnowBe4 Cyber Security Training
- Site Security
- 2025 MPPA Stakeholder Meeting
- Stony Bluff
- Work Anniversaries

I. **Schedule of Meetings:** February/March was presented.

J. **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
- January Payables

VIII. **NEXT REGULAR LL&P BOARD MEETING:** Scheduled for Tuesday, March 11, 2025 at the Energy Center.

IX. **BOARD COMMENT:**

Crawford shared his experience during the outage and thanked the crew. Schrauben thanked the crew for their diligent work while tree trimming, after being able to watch them in action. Fonger expressed his appreciation for everyone's hard work. Cadwallader expressed her appreciation to Perry for his commitment to drive the linemen's gear to the Lineworkers Rodeo in California, and highlighted the benefits of cyber security training. Beachum expressed his immense pride in the Lowell Light & Power staff, management, and board.

X. **ADJOURNMENT**

It was MOVED BY CRAWFORD, SUPPORTED BY FONGER to adjourn the Regular Board Meeting at 8:53 p.m.

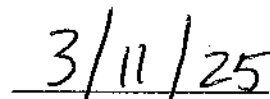
Yea: 5

Nay: 0

Absent: 0

Motion Carried


Chairperson/Beachum


Date