

**Minutes for the
Board of Lowell Light & Power's
Regular Meeting – December 9, 2025**

I. CALL TO ORDER AND ROLL CALL:

The meeting was called to order by Chairperson Beachum at 5:59 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, Distribution Manager Zac Walker, Generation Superintendent Casey Mier, and Office Manager Julie Stewart

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

Yea: 4 Nay: 0 Absent: 1 Motion Carried

II. APPROVAL OF AGENDA:

It was MOVED BY CRAWFORD, 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 CRAWFORD, SUPPORTED BY FONGER, to approve the November 11, 2025 Regular Board Meeting Minutes as presented.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

IV. SAFETY MOMENT:

Generation Superintendent Mier gave a safety moment concerning holiday electric use safety.

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

There was no public comment.

VI. ACTION ITEMS:

A. NISC Implementation Approval:

As discussed at the November board meeting, staff selected NISC (National Information Solutions Cooperative) as the preferred vendor to replace LL&P's current utility software, after thorough evaluation throughout the last year. Staff requested authorization to proceed with the necessary NISC agreements. West outlined the NISC estimated costs and staff made two recommendations: (1) Authorize the General Manager to execute the necessary agreements to proceed with the NISC implementation and approve implementation expenses not to exceed \$225,000, plus NISC travel expenses and the ongoing recurring monthly fees. (2) Authorize the General Manager to terminate LL&P's existing agreement with Milsoft, which will include early termination fees and costs associated with migrating LL&P's data (optional/future action).

It was MOVED BY CRAWFORD, SUPPORTED BY CADWALLADER, to authorize the General Manager to execute the necessary agreements to proceed with the NISC implementation and approve implementation expenses not to exceed \$225,000, plus NISC travel expenses and the ongoing recurring monthly fees.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

It was MOVED BY CRAWFORD, SUPPORTED BY CADWALLADER, to authorize the General Manager to terminate LL&P's existing agreement with Milsoft, which will include early termination fees and costs associated with migrating LL&P's data.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

B. Little Gee Drive Boring Quote Approval:

Included in the FY 2026 capital plan was undergrounding "Little Gee Drive", completing voltage conversions along West Main Street, and updating the infrastructure to serve FROM. To complete this work, Distribution Manager Walker obtained pricing from several local contractors for installing conduit via directional boring.

The projects were divided into seven smaller projects, one of which exceeds the General Manager's spending authority and requires board approval. Although contractors provided pricing per project, all seven were bid as a package to secure the most competitive pricing. Staff presented the bids and recommended to approve the boring package submitted by Straight Line Directional Boring.

It was MOVED BY FONGER, SUPPORTED BY CRAWFORD, to approve boring package submitted by Straight Line Directional Boring as presented.

Yea: 4 Nay: 0 Absent: 1 Motion Carried

VII. INFORMATIONAL ITEMS:

- A. Transmission Investment Presentation:** West presented transmission investment and strategic rationale.
- B. Performance Data:** West reported on the November 2025 data.
- C. Monthly Outage Report:** Walker reported on the one outage in November 2025.
- D. Income Statement:** West reported on the November 2025 Income Statement.
- E. Capital Projects Report:** West reported on the November 2025 Capital Projects Report.
- F. Distribution Report:** Walker provided written updates to the board on Distribution department progress.
- G. Generation & Engineering Report:** Mier provided written updates to the board on Generation and Engineering department progress.
- H. Office Report:** Stewart 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
 - Lowell Energy Outreach
 - Cybersecurity Training
 - IT Policy Development
 - ATT Joint Use Audit
 - Work Anniversaries
- J. Monthly Pictures:** Staff provided photos to the board from the following events over the last month:
 - Homeschool group tour
 - Think Energy Presentation
- K. Schedule of Meetings:** December/January meetings were presented.
- L. 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
 - November Payables

VIII. NEXT REGULAR LL&P BOARD MEETING: Scheduled for Tuesday, January 13, 2026, at the Energy Center.

IX. BOARD COMMENT:

Cadwallader expressed her admiration for the LL&P Santa Parade float and wished all the LL&P staff a great Christmas. Salzwedel congratulated staff on their anniversaries and requested mats be put down by the two entrance doors to the Energy Center for safety when it snows. Crawford expressed excitement on insurance broker progress,

commended the staff on understanding the hurdles of new software implementation, and congratulated the four staff on their anniversaries. Fonger also congratulated the staff on their anniversaries, expressed his pleasure to be on the LL&P board and having West as the General Manager, and thanked the staff for their hard work on the LL&P Santa Parade float which earned the first place prize. Beachum commended the staff on a great work environment where they enjoy each other's company, stated his frustration with cyber security training, mentioned that he and some staff will be revising the employee handbook, praised the staff for their contributions to the Santa Parade, and commented on Casey's safety moment tips.

X. ADJOURNMENT

It was MOVED BY CRAWFORD, SUPPORTED BY CADWALLADER to adjourn the Regular Board Meeting at 7:36 p.m.

Yea: 4

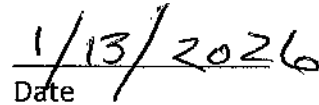
Nay: 0

Absent: 1

Motion Carried



Chairperson Beachum



Date