

Lincoln County Power District No. 1

Pioche, Nevada

The regular meeting of the Board of Trustees of the Lincoln County Power District No. 1 (LCPD or District) was duly held in the office of the District at Caselton, Nevada on December 11, 2017 at 9:00 AM.

Notice of the meeting and agenda were posted at the following locations on December 5, 2017 in conformance with the Nevada Open Meeting Law: Lincoln County Courthouse, U.S. Post Office at Pioche, Lincoln County Telephone System Office, Lincoln County Power District Office, Panaca Market, and the U.S. Post Office at Panaca.

The agenda for this meeting is included at the end of these minutes for reference purposes and is a part of these minutes.

President Ed Wright called the meeting to order at 9:00 AM.

The following were present: President Ed Wright, Vice President Lee Mathews, and Board Members Bob Rollins, Dylan Frehner and Ken Dixon, General Manager Dave Luttrell, Administrative Manager Garry McBride, Engineering and Operations Manager Kyle Donohue, Construction Manager John Condie and Aspen Wilkin.

- A. Conformance to the Nevada Open Meeting Law:** Dave Luttrell stated that the District had complied with the requirements of the Nevada Open Meeting Law.
- B. Public Comments:** There were no public comments.
- C. Minutes of Meeting Held on September 11, 2017 (Possible Action):** Ken Dixon made a motion to approve the minutes of the November 13, 2017 regular session as written. Dylan Frehner seconded the motion. The motion passed by unanimous vote.
- D. Employee Policy EP-20, Employee Retirement (Possible Action):** Dave Luttrell explained the purpose of the proposed addition of this policy to the Employee Policy manual. One of the main provisions of this policy, if approved, would give employees the opportunity to continue health insurance through the Power District after retirement, at the retired employee's cost. Dylan Frehner made a motion to approve the Employee Policy EP-20, Employee Retirement. Lee Mathews seconded the motion. The motion passed by unanimous vote.
- E. Waiver of Notice Requirements in Employee Policy EP-3.10, Meritorious Service Recognition (Possible Action):** Dave Luttrell discussed Garry McBride's previous plans to retire in November of 2016. After a family tragedy, Garry McBride decided to put off retirement. He would like to now move forward with retirement. Employee Policy EP-3.10 states that employees must give at least a 12-month notice of retirement. Given Garry McBride's situation, Dave Luttrell asked the Board to waive this notice so Garry McBride can

retire on May 31, 2018. Ken Dixon made a motion to approve this waiver. Bob Rollins seconded the motion. The motion passed by unanimous vote.

F. Adjustment of Sick Leave Paid Time Off Balance for Louise Carlson (Possible Action):

Dave Luttrell explained the situation Louise Carlson has been in. Given she had major brain surgery; she has had to take a lot of time off. She will run out of sick leave on December 27, 2017 and will not be able to return to work until January 8, 2018. Other employees have donated some of their time, but she will still fall short. For this reason, Dave Luttrell was asking the Board to approve the adjustment of sick leave paid time off for Louise Carlson and provide her with 48 more hours. The Board discussed requiring her to pay back this time over the next three years with her vacation time and/or sick leave. Lee Mathews made a motion to approve the adjustment of sick leave paid time off balance for Louise Carlson, requiring she pay it back over the next three years. Ken Dixon seconded the motion. The motion passed by unanimous vote.

G. Rural Electric Youth Tour and Youth Leadership Conference Applications (Possible Action):

Dave Luttrell informed the Board we had four high school students apply for the Rural Electric Youth Tour and Youth Leadership Conference. Dave Luttrell gave his recommendation to send Hunter Blood, and Ammon Rasmussen to the Rural Electric Youth Tour, and to send Emily Hansen and Isabell Riera to the Youth Leadership Conference. Bob Rollins made the motion to approve this action. Ken Dixon seconded the motion. The motion passed by unanimous vote.

H. General Manager's Report. (Discussion): Dave Luttrell discussed the following with the Board:

- He was appointed NREA Board President
- Apprentices, Eric Bernal and Derek Lloyd, are doing really well. He received good feedback from their instructors and their first year tests went great.
- Richard Wilson and Steve Lucchesi are on track in their apprenticeships.
- Dell O'Connor, Dane Bradfield, and Ryan Stever went to crane operator training.
- Energy choice is dominating his time, but they are making progress.
- Sold power off during November.
- We are hoping to have draft building plans for the Board in January.
- Looking at OSHA 1910 to get a better understanding about who can or cannot do what.
- Meet with Virgin Valley Power District.

I. Construction and Maintenance Manager's Report. (Discussion): John Condie discussed the following with the Board:

- Continued line patrolling.
- Have been changing arm springs in numerous places.
- Worked on the Meadow Valley line.
- Trimmed trees in Panaca and North Panaca.
- Custom work for Pioche Public Utilities and fixed a pole in Panaca.
- Spent time in Geysers working with Nevada Ranches.
- Had the outage down on Delamar from the wind.

J. Engineering and Operations Report. (Discussion): Kyle Donohue discussed the following with the Board:

OPERATIONS:

- Progress with Richard Wilson and Steve Lucchesi.
- Richard Wilson and Steve Lucchesi did oil tests and had them sent to SD Myers.
- Richard Wilson and Steve Lucchesi helped with the outage.
- Batteries on the mountains have been checked and/or replaced.
- Worked on the capacitors here at the Prince substation.

ENGINEERING:

- Put a breaker in at Joe Wilkin substation and put it on SCADA.
- Working on new service requests, along with Kennen Lee.
- Working with Virgin Valley on a new well.
- Working with Coyote Springs and a new well. Should expect to see new services/houses in that area in 2018.
- Meet with Altair Mining Company about the Pan Am Mine and wanting to move out there. This would require a rebuild on our part.
- Capital improvement project.

K. Financial Report. (Discussion): Missy Cheeney passed out November 2017 month end reports. The Board reviewed the reports.

L. Director's Comments. (Discussion): Ed Wright questioned the building material that is in Panaca, wondering if it is being monitored. Then asked about the plans for the property here in Castleton. Dave Luttrell stated there are no plans as of right now but there will be more discussion on the matter between now and 2021.

M. Future agenda items. (Discussion): No future items discussed.

N. Public Comment: No public comment.

O. Adjournment: The meeting adjourned at 10:15 AM.

Ed Wright, President

Attest:

David Luttrell – Secretary