

**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 June 11, 2018 at 1:00 PM.

Notice of the meeting and agenda were posted at the following locations on June 5, 2018 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 1:00 PM.

The following were present: President Ed Wright, Vice President Lee Mathews, Board Members Bob Rollins, Ken Dixon, and Dylan Frehner, General Manager Dave Luttrell, Administrative Manager Melissa Cheeney, Engineering and Operations Manager Kyle Donohue, Construction Manager John Condie, and Clerk Louise Carlson.

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 May 14, 2018 (Possible Action): Ken Dixon made a motion to approve the minutes as written. Bob Rollins seconded the motion. The motion passed by unanimous vote.

Ed Wright moved to take Agenda item F next.

F. Presentation on assembly unit and staking sheet development. (Discussion): Dave Luttrell introduced the concept of assembly units. He explained how they could help to provide an efficient workflow once completed. Kyle Donohue gave a presentation explaining in detail the current development of staking sheets and assembly units. He showed the process from the point when a customer requests an estimate in engineering, to the customer setup in the billing system, to material management, to construction, and finally to accounting. Using staking sheets and assembly units will save the district time and money.

Ed Wright moved to return to Agenda item D.

D. General Manager Performance review and salary adjustment. (Possible Action):

Dave Luttrell stated last month the Board appointed a subcommittee (the president and vice-president) to conduct a performance review of the general manager. That review was completed on May 18. Ed Wright and Lee Mathews discussed with the Board the general manager's strengths and weaknesses, the district's financial strength and security due to the general manager, and the future requirements for the Board members to discuss and setup some goals to lead this company into the future. Lee Mathews recommended a raise of the general manager's yearly salary to \$140,000. There was some discussion regarding future reviews and salary raises of this position. Bob Rollins made a motion to approve a salary raise for the general manager to \$140,000 per year effective July 1, 2018. Ken Dixon seconded the motion. The motion passed by unanimous vote.

E. Recruitment plan for an Assistant General Manager (Possible Action): Dave Luttrell stated that after approving the assistant general manager (AGM) position description and wage range last month, the Board asked the general manager to prepare a recruitment plan for the AGM. Dave reviewed the recruitment plan with the Board. The Board discussed the proposed plan, the idea of the AGM being promoted to general manager in 2020, the idea of the future general manager selection being based on a merit review of the AGM and other District employees, the target date for filling an AGM position, the impact of ballot question 3, and the current necessity of this position. The Board decided to bring this agenda item back for further discussion next month. No action taken at this time.

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

- Summer help hired.
- National Rural Electric Cooperative Association (NRECA) Youth Tour students are in DC.
- Next Board meeting will present a petition to be included in District boundaries from Cory Lytle.
- The employee's insurance cost reduction compensation for 2017.
- Ready to start advertising for bidders on the headquarters and operations buildings on Friday.
- The outcome of the Federated Insurance site review.
- Physical inventory count is complete.
- AMI research going well.
- Reformulating the capital budget.
- Regarding Energy Choice:
 - o Gave a presentation in Caliente
 - o Have some yard signs on the way
 - o A new CEO at Valley Electric.
 - o Distributed some flyers to hand out.

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

- Installed new services at Crestline, Panaca transfer station, Highland Knolls, and Mt. Wilson.
- Performed required maintenance on the Meadow Valley line.
- Set four anchors on the Tramway in Pioche.
- Starting Meadow Valley line rebuild to the Clay substation.

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

OPERATIONS:

- AMI research continuing. Attended one demonstration with more scheduled.
- Substation maintenance.

ENGINEERING:

- Designing the Meadow Valley line rebuild project.
- The state is offering grants for electric vehicle charging stations.
- Working on assembly units.
- Kennon is busy with NRECA Youth Tour and Utah's summer camp.

J. Financial Report. (Discussion): Missy Cheeney passed out April 2018 month end reports. The Board reviewed the reports.

K. Director's Comments (Discussion): Ken Dixon thanked Dave Luttrell for giving a presentation regarding question 3 on the ballot to Caliente.

L. Future agenda items (Discussion): Dave Luttrell stated that the next agenda include a discussion regarding the assistant general manager and the petition from Cory Lytle.

Q. Public Comment. There were no public comments.

R. Adjournment: The meeting adjourned at 2:55 PM.

Ed Wright, President

Attest:

David Luttrell – Secretary