

**Lincoln County Power District No. 1  
Pioche, Nevada**

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A 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 201 Bullionville Road, Panaca, Nevada on January 14, 2020 at 8:00 a.m.

Notice of the meeting and agenda were posted at the following locations on January 8, 2020 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.

President Ed Wright called the meeting to order at 8:00 a.m.

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

Also present was Ken Maxwell from Alamo Power District.

**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 December 10, 2019 (Possible Action):** Ken Dixon made a motion to approve the minutes as written. Bob Rollins seconded the motion. The motion passed by unanimous vote.

**D. Election of Power District Officers and Appointment of Members of the Board of Trustees to committees and organizations (Possible Action):** Dave Luttrell indicated each year the Board reviews Board member appointments to positions, committees and organizations and can make changes or can leave appointments as they stand. The Board began by discussing the current officers of the District with Ed Wright, President, Lee Mathews, Vice President, and David Luttrell, Secretary/Treasurer. Dave Luttrell then went through the various organization appointments indicating Ed Wright serves as the Board member on the Silver State Energy Association board and Bob Rollins as the Board member on the Nevada Rural Electric Association board. Lee Mathews made a motion to maintain all current officer seats and appointments to organizations. Ken Dixon seconded the motion. The motion passed by unanimous vote.

Dave Luttrell discussed the current committee assignment of Ken Dixon and Lee Mathews to the Benefits Committee. Dave indicated that Lee's term is complete, and he should be replaced after the current round of wage negotiations with the employees



is finished. After consideration the Board tabled any changes to the Benefits Committee until the March Board meeting.

**E. General Manager Succession Plan and National Rural Electric Cooperative Association (NRECA) Consulting Proposal (Possible Action):** Dave Luttrell has been coordinating with Leigh Taylor from the National Rural Electric Cooperative Association (NRECA) to develop a General Manager (GM) succession plan. Dave presented the GM succession plan, indicating how under the GM succession plan we will work to develop the skills of existing staff members, but will have sufficient time for an external recruitment process if needed. Dave then presented Leigh's proposal to support the GM succession plan with various consulting and coaching activities. There was lengthy examination of the GM succession plan timeline and activities by the Board. Lee Mathews made a motion to approve the GM succession plan and Leigh Taylor's proposal for consulting services. Bob Rollins seconded the vote. The motion passed by unanimous vote.

**F. Position Descriptions and Wage Rates for Mechanic and Right-of-Way Maintenance Technician (Possible Action):** Dave Luttrell discussed with the Board the future staffing needs of LCPD. He reviewed existing position descriptions both filled and vacant, current and upcoming workload, mobile fleet situation, and contract cost for right-of-way clearing. Dave indicated that based on workload projections and revenue forecasts, two to three additional fulltime employees are planned for 2020 above the current approved level. In order to control costs and add staff in targeted areas, staff is proposing the creation of mechanic and right-of-way technician positions be created. Dave reviewed the proposed position descriptions and wage rates. Dave indicated that if the positions were approved today, he would wait to request authorization to fill these positions to a future date. The Board examined the proposed position descriptions and wage rates, and monitoring revenue and workload before hiring. Ken Dixon made a motion to approve the position descriptions and wage rates for the positions Mechanic and Right-of-Way Maintenance Technician. Bob Rollins seconded the motion. The motion passed by unanimous vote.

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

- Continuing to negotiate with the Southern Nevada Water Authority on the Eastern Nevada Transmission Project right-of-way and its future use.
- Provided the bi-monthly update to the Caliente City Council.
- The transfer of the Pioche electric system has not officially closed, waiting on final payment on customer deposits.
- Working to obtain a rental exemption on the right-of-way for the Gemmill substation and lines from the Bureau of Land Management.
- Getting ready to bid the shop/warehouse building construction in February. General Steel is a little behind schedule on fabrication of the building and we may have to delay bidding a month.
- Have been coordinating with the National Rural Utilities Cooperative Finance Corporation on the loan draw for the shop/warehouse building. There are no



interest rate changes expected so we will wait until the bids are received before requesting funds.

- Federated Insurance annual safety review will be in February.
- Benefits meeting today will review cost of living adjustment, health insurance, employee purchases, and incentive program.
- Budget execution on electric vehicle leasing. Will submit application to CoBank to become a member in order to participate in their lease program.

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

- Trimmed trees in Caliente.
- Finished Sendlein residential project in Caliente.
- Worked on Wilson South Pump in Panaca.
- Manual meter reading in Pioche.
- Installed underground cable to Well 34 in Mesquite.
- Assisted Alamo Power District with a line rebuild to support the new electric vehicle charging station in Alamo.

**I. Engineering and Operations Manager's report (Discussion):** Kyle Donohue discussed the following with the Board:

- Worked on meter exchanges in Pioche to radio.
- Changed metering in Mesquite to AMI.
- Oscar Chavira working on clearing right-of-way from Caselton to Bennett Pass.
- Worked on Tempiute substation control building.
- Continued work on electric vehicle charging station in Alamo. Have one station up and running, still problems with the second.
- Processing two to three estimates a month.

**J. Administrative Manager's report (Discussion):** Missy Cheeney discussed the following with the Board:

- Financial reports for month ending November 31, 2019 explaining that this is a low revenue month with the irrigators off.
- Pioche data entry and time spent processing meters, customers, and locations.

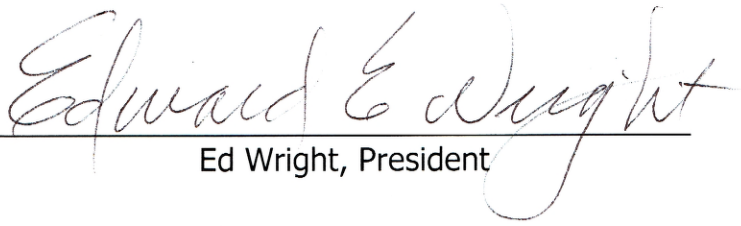
**K. Director's comments (Discussion):** There were no comments.

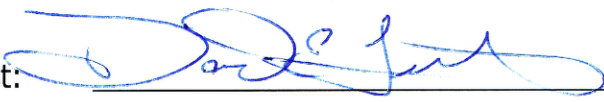
**L. New Board member orientation session (Discussion):** Bob Rollins informed the Board he would be absent in May and June's meeting.

**M. Future agenda items (Discussion):** Next meeting February 11.

**N. Public comment:** Ken Maxwell thanked the Board and staff for the assistance with the electric vehicle charging station.

**O. Adjournment:** The meeting adjourned at 9:30 AM.

  
Ed Wright, President

Attest:   
David Luttrell – Secretary