

Lincoln County Power District No. 1 Panaca, Nevada

A regular meeting of the Board of Trustees of the Lincoln County Power District No. 1 (Lincoln County Power) was duly held at 201 Bullionville Road, Panaca, Nevada on August 11, 2020 at 8:00 a.m.

Notice of the meeting and agenda were posted at the following locations on August 4, 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 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, Engineering and Operations Manager Kyle Donohue, Construction and Maintenance Manager John Condie, and Clerk Louise Carlson. Also present was Ken Maxwell from Alamo Power District, Mary Kerner from Rural Nevada Development Corporation (RNDC), Gian Brown via video, and Leigh Taylor via video.

A. Conformance to the Nevada Open Meeting Law: Dave Luttrell stated that Lincoln County Power had complied with the requirements of the Nevada Open Meeting Law.

B. Public Comments: There were no public comments.

C. Minutes of meeting held July 14, 2020 (Possible Action): Ken Dixon made a motion to approve the minutes from May 12, 2020 as written. Richard Katschke seconded the motion. The motion passed by unanimous vote.

D. Amended and Restated Bylaws of Lincoln County Power District No. 1 (Possible Action): Dave Luttrell informed the Board they have the ability to adopt and amend bylaws as long as they are not in conflict with the constitution or Nevada state laws. He reported that we are in need to revise the bylaws to reflect our business address. In addition, given our bylaws were last amended on September 13, 2010, Dave asked legal counsel to review and offer appropriate suggestions to bring them current with our times. Gian Brown presented the drafted bylaws clarifying the wording and offering reasons why specific items should change. There was discussion about language used, bonds required, term limits, committee formation, and standard of conduct. The Board reviewed the changes suggested. No action was taken.

E. Policy No. 101, Trustee Duties, Responsibilities, Standards of Conduct and Professional Development (Possible Action): Dave Luttrell mentioned that over the past few months, advisors from Cooperative Finance Corporation and National Rural Electric Cooperative Association (NRECA) have been working with Lincoln County Power to help educate and define the roles and responsibilities of the Board and what roles and responsibilities should be delegated to the general manager. These advisors

recommended Lincoln County Power adopt policies defining those roles and responsibilities. In response staff has drafted three policies to work in conjunction with Lincoln County Power's bylaws and with NRS Chapter 318 for the Board's consideration and feedback. Dave then reviewed the first draft policy, Policy No. 101, covering trustee duties, responsibilities, standard of conduct and professional development with the Board. There was discussion regarding the objective, policy, expectations, responsibilities and functions, access to Lincoln County Power information and confidentiality, and limitations. No action was taken.

F. Policy No. 102, Board Member Conflict of Interest (Possible Action): Dave Luttrell presented the second draft Policy No. 102, covering Board member conflict of interest. There was discussion about the objective, policy, expectations, limitations, and responsibility. No action was taken.

G. Policy No. 103, Delegation of Authority (Possible Action): Dave Luttrell presented the third draft Policy No. 103, dealing with delegation of authority to the general manager. There was discussion about objective, policy, expectations, limitations, and responsibilities. No action was taken.

H. Agreement with Rural Nevada Development Corporation for Weatherization of Low-Income Homes (Possible Action): Dave Luttrell explained as part of Lincoln County Power's approved Integrated Resource Plan with the Western Area Power Administration, we are obligated to provide up to \$10,000 annually for weatherization of low-income homes in Lincoln County. Dave reviewed the annual agreement with RNDC for weatherization of low-income homes. He introduced Mary Kerner with RNDC. Mary reported that RNDC covers eleven out of the seventeen counties in Nevada. She informed the Board of the amount of money spent and homes served historically in Lincoln County, a list of family homes that are scheduled currently for assistance, and types of home improvements typically performed. There was some discussion about RNDC's small business lending program. Bob Rollins made a motion to approve the agreement with RNDC. Richard Katschke seconded the motion. The motion passed by unanimous vote.

I. General Manager Succession Planning Update (Discussion): Dave Luttrell introduced Leigh Taylor with NRECA on the phone. Leigh went through a presentation with the Board relating to human behaviors for the important competencies based on the leadership profile questionnaire administered to the Board. The Board talked with Leigh about soft skills, personality, motives, experiences, core values, everyday strengths and weaknesses, negative tendencies during stress, and balance of values. There was discussion about the updated time line of activities to date and next steps to be taken. No action was taken.

J. General Manager Position Description (Possible Action): Leigh Taylor went over the existing position description, explaining the additions, changes, and deletions. There was some discussion about the language "experience required". Richard Katschke made a motion to approve the general manager position description after

changing the requirement that a bachelor's degree is required to a bachelor's degree is preferred. Ken Dixon seconded the motion. The motion passed by unanimous vote.

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

- Weather delays on the building, framers mobilized yesterday.
- NISC barcode implementation for inventory.
- Jim Cole researched and selected a fuel system by Synergy.
- Targeting move-in date January 2021.
- Started Caselton yard clean-up.
- Auditors working remotely and almost complete. Should be ready for September meeting.
- Federated annual review done.
- New website demo should be ready for next month's meeting.
- Will be doing an article in Ruralite and sending out mailers regarding question 6 on the November ballot.
- Negotiations with SNWA on Eastern Nevada Transmission project.

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

- Finished phase II of AMI implementation.
- Several new services in Pioche and Panaca.
- Trimmed some trees in Panaca.
- Worked on Meadow Valley line.
- Maintenance on street lights in Caliente.

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

- Titan has all poles set on South side of 93.
- Working on Christian substation in Pioche.
- Material shipped for AMI installation in Rachel and Coyote Springs.
- Purchasing material for Virgin Valley Water District well project.
- Looking at electric system capacity for marijuana farms.
- Coordinating with Overton Power District (OPD) on improvements at Tortoise Substation to support OPDs load growth.

N. Administrative Manager's report (Discussion): Dave Luttrell indicated that Missy Cheeney was on vacation. Dave discussed the following with the Board:

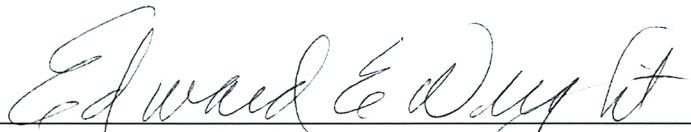
- Financial reports for month ending June 2020.

O. Director's comments (Discussion): Bob Rollins will be absent for September 8 meeting. The general manager succession planning rollout meeting for employees will be on September 3, all Board members present. Next Board meeting September 8th at 8 am.

P. Future agenda items (Discussion): No future agenda items.

Q. Public comment: There were no comments.

R. Adjournment: The meeting adjourned at 11:45 AM.


Ed Wright, President

Attest: 
David Luttrell – Secretary