

MILLE LACS ENERGY COOPERATIVE
Aitkin, MN 56431

The regular meeting of the Board of Directors of the Mille Lacs Energy Cooperative was held at its office in Aitkin, Minnesota on January 18, 2019. All board members were present.

President Harold Harms called the meeting to order at 9 a.m.

All team leaders were present for their reports. MLEC Interim General Manager Mark Fagan, MLEC new General Manager Sarah J. W. Cron, and Administrative Assistant Debra Chute were also present. Everyone joined in the Pledge of Allegiance.

These minutes being transcribed by or under the direction of Secretary/Treasurer, Barbara Welty, the following proceedings were had: (all action being first duly moved and seconded, and all action taken being upon the unanimous vote of the Board, or without dissenting vote or abstention, unless otherwise stated).

M/S/P to approve consent agenda items expense vouchers for the period ending January 18, 2019, agenda for the January 18, 2019 regular board meeting, minutes of the December 21, 2018 regular board meeting, and work orders for November 18 of \$144,875.56.

The team reports for December 2018 and financial reports for the month ending November 30, 2018 were reviewed and accepted upon motion.

With the resignation of Brian Zelenak as MLEC General Manager, banking authorization needs to be updated to remove Brian and give authority to Sarah J. W. Cron as General Manager.

M/S/P to remove Brian R. Zelenak and give authority to General Manager Sarah J. W. Cron.
Banks:

Deerwood Bank – Lock Box Account

Neighborhood National Bank –

 General Fund Account

 Capital Credit Account

 Flex Spending Account

 E-Bill Account

 Billing Direct Deposit Account

 Safety Deposit Box

Security State Bank – Construction Account

Woodland National Bank (Onamia) – General Account (linemen use this to deposit cash collected in Onamia area)

PRESENTATIONS:

An AMI (Advanced Meter Infrastructure) Update was presented by the Operations Team led by Ann Espeseth.

Broadband Partnership Update – Joe Buttweiler and Kristi Westbrook of CTC presented an update on CTC/MLEC Broadband Partnership.

Rural Broadband Grant and Loan Proforma – Stacy Cluff, MLEC Technology & Energy Services Manager and Carol Kyar, MLEC Accounting and Finance Manager presented information on broadband grant proposals and how they would fit into MLEC fiber projects.

VOTING

2.1 Board Activity Reports

GRE – Harold Harms presented the December 2018 GRE and the November 2018 financial highlights. Harold and Barb Welty gave a verbal report on January 2019 GRE Board Meeting.

MREA – The December 2018 MREA Board meeting minutes and the MREA January 2019 newsletter were reviewed. Barb gave a verbal report on MREA’s December Board meeting.

RUS – RUS December 14, 2018 letter regarding MLEC’s loan was reviewed. All loan documents have been received by RUS.

CFC – No report

NRECA –No report

MAC – No report

FEDERATED – No report.

NRTC – No report.

RESCO – No report.

NISC – 2018 Capital Credit Summary from NISC was reviewed.

OTHER – None

M/S/P to accept the activity reports.

2.2 Recommended Write-offs

M/S/P to approve the recommended electric, long distance, and internet, write-offs for this month in the amount of \$21,908.96.

2.3 Policy Review

M/S/P to approve the following revised policies:

- Policy No. 301A – Selection of Employees
- Policy No. 310 – Loss Control
- Policy No.311 – Sexual Harassment and Violence
- Policy No. 312 – Drug and Alcohol for DOT Employees

REPORTS

3.1 Confidential Discussion/Update

Mark Fagan updated the board on confidential issues.

M/S/P to approve resolution in favor of Nextera Energy Resources LLC – Buffalo Ridge Wind Energy Purchase Agreement with Great River Energy.

Said resolution is attached to these minutes.

3.2 Loss Control

There has not been a safety meeting between our December and January board meetings.

The next safety training is scheduled with Deanna Soderberg presenting *AWAIR, Bloodborne Pathogens, Emergency Action Plan and Right to Know* to all employees on January 29th.

The 2019 Safety Meeting Schedule is not finalized as this date.

The monthly Accident and Mileage Report was reviewed. Also reviewed was the 2018 Safety Cross.

3.3 Quarterly Articles/Bylaws Review

The first third of the By-Laws was reviewed as part of the quarterly update.

SCHEDULED MEETINGS

4.1 Aitkin Chamber of Commerce Annual Dinner and Meeting

Friday, January 25, 2019, 40 Club Convention Center, Aitkin, MN

Attending: Aileen DeMenge, Barb Welty, Don Appel, Lori Packer, Shelly DeFoe, Carol Kyar and Sarah and John Cron.

4.2 GRE Region Meeting, St Cloud

February 13, 2019

Attending: Don Appel, Bill Bernard, Mike Reem, Bruce Robinson, Barb Welty and Sarah Cron.

Harold Harms will be attending as GRE Director.

4.3 MREA Annual Meeting, St. Paul, MN

February 19 – 20, 2019, Tuesday - Wednesday

Attending: Aileen Demenge, Bill Bernard, Harold Harms, Don Appel, Sarah Cron and Shelly DeFoe

Barb Welty is attending as MREA Director.

2019 Voting Delegate is Harold Harms; Don Appel is first Alternate, and Barb Welty is Second Alternate.

4.4 CoBank Regional Meeting, JW Marriott Mall of America, Minneapolis, MN

March 25 – 26, 2019, Monday – Tuesday

Attending: Barb Welty, Don Appel, Mike Reem, Bill Bernard, Bruce Robinson, Carol Kyar and Sarah Cron.

4.5 Other Meeting Information:

Three month look ahead @ MLEC Board meeting NON-Reoccurring Agenda Items:

- February 15th:
 - Year End Presentation
 - Annual Report to the Board on Policy 517

- March 15th:
 - Annual Audit Report
 - Internal Control Evaluation Report
 - GPS (Global Positioning System) Update (when ready)

- April 19th:
 - Election of Officers - Reorganization
 - Policy 203 – Annual Safety Deposit Box Inspection
 - Employment Development Plan

MREA 2019 Board Meeting Dates:

- Monday, February 18, 2019
- Tuesday/Wednesday – April 16 - 17
- Tuesday/Wednesday – June 18 - 19
- Tuesday/Wednesday – August 20 - 21
- Tuesday/Wednesday – October 15 - 16
- Tuesday/Wednesday – December 17 – 18

NOTE: If anyone is interested in attending a MREA Board meeting, please let Deb Chute and Director Barb Welty know so arrangements can be made.

4.6 Board Meeting Dates

- Friday, February 15, 2019
- Friday, March 15, 2019
- Friday, April 19, 2019

4.7 MLEC Annual Meeting - Thursday, April 11, 2019, 40 Club Convention Center, Aitkin, MN
 5:00 p.m. – Registration; 5:30 p.m. – Light Dinner; 6:15 p.m. – Meeting
 Attending: All Directors

M/S/P to approve Friday, April 19, 2019 Board meeting date.

M/S/P to approve director participation at all scheduled meetings.

Board met in Executive Session.

Meeting adjourned at 12:30 p.m.

Barbara G. Welty, Secretary/Treasurer

Harold Harms, President