

**MINUTES OF THE DELANO WATER, LIGHT AND POWER COMMISSION
CITY OF DELANO, COUNTY OF WRIGHT, STATE OF MINNESOTA
WITH ALL ACCOUNTS BEING AUDITED BY SAID COMMISSION
Monday, October 24th, 2011**

1. CALL TO ORDER

The meeting was called to order by Chairman Larry Bartels.

2. ROLL CALL

Roll call was taken and a quorum established

Members Present:	Larry Bartels, Chairman Bob Hutter, Commissioner Randy Keranen, Commissioner Jonathan Ness, Commissioner Derek Schansberg, Commissioner
Also Present:	Hal Becker, General Manager Aimee Dreger, Recorder

3. AGENDA

A. There was a motion by Jonathan Ness with a second by Randy Keranen to approve the agenda with the addition of 7C projects, 7D update on AMR, 7E New Trucks, 7F Reel Truck, and 7G Transportation to CMMPA Meeting October 24th, 2011.

Motion Carried

4. MINUTES

A. There was a motion by Jonathan Ness with a second by Bob Hutter to approve the minutes of the special meeting conducted on September 13th, 2011.

Motion Carried

B. There was a motion by Bob Hutter with a second by Randy Keranen to approve the minutes of the joint meeting conducted on September 13th, 2011.

Motion Carried

C. There was a motion by Derek Schansberg with a second by Jonathan Ness to approve the minutes of the regular meeting conducted on September 19th, 2011.

Motion Carried

5. POWER COST ADJUSTMENT

Our wholesale energy cost was soft as well as continuing to receive revenue on transmission and is reflected in our negative power cost adjustment.

A. There was a motion made by Jonathan Ness with a second by Derek Schansberg to approve the power cost adjustment for bills due October 27th, 2011 at negative .01427.

Motion Carried

6. FINANCIALS

In the electric department, we are YTD 6% over budget in revenue and 4% over budget in expenses. We have also had capacity sales that were not anticipated. In the water department, we are approximately \$9,000 behind in revenue. Contributing to low water sales is the amount of rain we had this summer and customers conserving water. Water Permit fees have come in the month of September adding to our revenue that was not budgeted for. The water department will need another loan in the near future. We will be able to recover and repay the loan when our bond is paid off.

A. There was a motion by Jonathan Ness and a second by Bob Hutter to approve financials for September 2011.

Motion Carried

7. GENERAL MANAGER REPORT

A. Conservation Improvement Program

In the residential CIP, we are currently at 22.58% of our goal. The DMU Projects are at 12.57% of our goal and Commercial & Industrial projects are at 130.31% of our year to date goal. We have exceeded our Commercial and Industrial goal and next month we will reallocate the percentages to reflect our year end goal. We also have projects that are in process and are close to completion. We have projects that are complete and we are waiting on the final forms to be finalized. We will be able to carry excess kilowatt savings into next year. The Commission asked what the DMU Projects we have lined up and Mr. Becker stated we have our variable speed drive units to finish as well as updates on three wells. We will also be working with the City of Delano on their facilities and on streetlight upgrades in upcoming years.

B. Transformer Repair Update

All the repair work has been done and completed. One of the transformers is not in operation due to internal damage. We will have an outside service repair center inspecting the transformer when they are available to do so.

C. Projects

Mr. Becker updated the Commission on the projects we have been working on. One is the BNSF project. We have buried all our overhead lines at the railroad crossing. We have installed some spare tubes for our future industrial park loop. We have completed the high voltage work for the new daycare center as well as the new photography business. That area system has also been looped.

D. Update on AMR

Mr. Becker updated the Commission on the progress on the AMR program. The original company was resold. We had to start over with the new company to get the program up and running. We have approximately 400 meters installed and will be installing 300 more in the next installation. Data is being read and they are working on the software.

E. New Trucks

We are currently waiting on bids for new 2012 trucks. As we get the bids, they will be brought to the commission.

F. Reel Truck

The staff is still looking for a good used truck.

G. Transportation to CMMPA Meeting October 24th, 2011.

Mr. Becker will drive his van as we will have only three commissioners attending the conference.

8. Unfinished Business

9. New Business

A. 2012 Preliminary Operating and Capital Budgets

The DMU Staff presented a rough draft of the 2012 budget. A special workshop will be scheduled.

10. CLAIMS

A. There was a motion made by Jonathan Ness with a second by Bob Hutter to approve claims for the month of September 2011 in the amount of \$457,710.74.

Motion Carried

12. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 8:40 pm.

Larry Bartels, Chairman

Jonathan Ness, Secretary