

**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
December 18th, 2023**

1. CALL TO ORDER

The meeting was called to order by Chairman Mike Mathisen.

2. ROLL CALL

Roll call was taken and a quorum established

Members Present: Mike Mathisen, Chairman
 Larry Bartels, Commissioner
 Chris Link, Commissioner
 Nick Willing, Commissioner

Also Present: Paul Twite, General Manager
 Lance Lauinger, CLA (Clifton Larson Allen)
 Wendy Neu, Recorder

3. Agenda

A. There was a motion by Chris Link with a second by Larry Bartels to approve the agenda with the addition of a discussion on the Chain of Command under 8A, City Liaison update.

Motion Carried

4. Financials

- A. Lance Lauinger Presented Financials for November 2023
- B. Bond Update-Refining the data that the bond council requires
- C. Budget Update and Review

5. MINUTES

A. There was a motion by Larry Bartels with a second by Chris Link to approve the minutes of the regular meeting on Nov 20th 2023.

Motion Carried

B. There was a motion by Larry Bartels with a second by Nick Willing to approve the minutes of the joint meeting on July 18th 2023

Motion Carried

6. Power Cost Adjustment

A. Review the Power Cost Adjustment for November 2023 billing of 0.00.

7. Staff Update

A. Conservation Improvement Update

B. Staff Update- Paul Twite, presented update.

- Gen 9, test was moderately inconclusive.
- DMU is working to get quotes for a starter
- DMU has reached out to Jeff Fassett to come in for a workshop on Gen 9
- Maddex Turbine, would be able to manage the testing project, providing a quote for transferring the turbine to Canada for testing as well as providing a quote for a new starter

- Absence pending, Jury Duty Dec 20th. Will be in Italy for the month of Jan
- AEP-Things are moving smoothly. Rollie Hill has worked with AEP and CMPAS

8. Commissioners Report

A. City Council Liaison Update-

Chair Mathisen is recommending that he manage communications between DMU and the City Council as the City Liaison.

9. Unfinished Business

A. CMPAS Contract-Wendy, agreement has been signed by DMU. Things are moving smoothly, and schedules have been met. Next target date for data is in February 2024.

10. New Business

A. Request for Action to Approve the Replacement of Water Filter Media

There was a motion by Nick Willing with a second by Larry Bartels to approve the request for Action to Purchase Water Filter Media up to \$275,000 for two filters.

Motion Carried

B. Request for Action to Approve a Cost-of-Living increase of 3.5% for Staff

There was a motion by Mike Mathisen with a second by Nick Willing to approve the request for action of a staff increase of 3.5%.

Motion Carried

C. Motion to Approve ESST (Earned Sick and Sage Time) Employee Notice

There was a motion by Chris Link with a second by Larry Bartels to approve the ESST Employee Notice

Motion Carried

11. Claims

A. Motion to Approve Claims in the amount of \$967,854.58

There was a motion by Larry Bartels with a second by Chris Link to approve the claims in the amount of \$967,854.58.

Motion Carried

13. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 8:41 pm.


Mike Mathisen, Chairman


Larry Bartels, Secretary