

**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  
January 18th, 2024, at 7PM**

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  
Nicholas Willing, Commissioner  
Larry Bartels, Commissioner  
Chris Link, Commissioner

Also Present:

Wendy Neu, Operations Manager  
Lance Lauinger, CLA  
Brittany DeGroot, Recorder

3. Agenda

A. There was a motion by Larry Bartels with a second by Chris Link to approve the agenda with the addition of 10D, Abdo audit engagement letter.

Motion Carried

4. Financials

A. Lance Lauinger of CLA Presented Financials for December 2023.

B. Budget Review- an update of any changes and recap of the budget was presented.

C. Motion to Approve the 2024 Budget

There was a motion by Chris Link with a second by Nick Willing to approve the 2024 Budget.

Motion Approved

5. MINUTES

A. There was a motion by Larry Bartels with a second by Nick Willing to approve the minutes of the regular meeting on December 18th, 2023.

Motion Carried

B. There was a motion by Nick Willing with a second by Chris Link to approve the minutes of the special meeting on January 8<sup>th</sup>, 2024.

Motion Carried

C. There was a motion by Chris Link with a second by Larry Bartels to approve the minutes of the joint meeting on December 12<sup>th</sup>, 2023.

Motion Carried

6. Power Cost Adjustment

A. Review the Power Cost Adjustment for December 2023 billing of .000.

7. GM Report

A. Conservation Improvement Update

B. General Manager Update

Wendy Neu presented an update- the new warehouse had heat installed, two of the water filters media have been removed at the WTP and the crew has started boring for the Capstone development. The office staff is working on getting settled in the new building. Investing Cash in CD's or a higher interest savings account was discussed.

8. Commissioners Report

A. City Council Liaison Update

Mike Mathisen gave an update on the approval of the Ice Park and the contract with Wright County Police department had a significant rise in cost.

9. Unfinished Business

A. Generator 9 Discussion-The commissioners requested additional information in regards to other generation opportunities before making a decision on Generator 9.

10. New Business

A. Request for Action to Approve a Revision to Section VI of the Employee Handbook

There was a motion by Larry Bartels with a second by Nick Willing to approve the revision of section VI of the Employee Handbook.

Mike Mathisen-Aye

Nicholas Willing-Aye

Larry Bartels-Aye

Chris Link-Aye

Motion Carried

B. Resolution to Approve 2024 Electric Fee

There was a motion by Larry Bartels with a second by Chris Link to approve the 2024 Electric Rates with a 6% increase.

Mike Mathisen-Aye  
Nicholas Willing-Aye  
Larry Bartels-Aye  
Chris Link-Aye

Motion Carried

C. Resolution to Approve 2024 Water Fee

There was a motion by Nick Willing with a second by Chris Link to approve the 2024 Water Rates with an increase of 4%.

Mike Mathisen-Aye  
Nicholas Willing-Aye  
Larry Bartels-Aye  
Chris Link-Aye

Motion Carried

D. Abdo Audit engagement letter

There was a motion by Larry Bartels with a second by Chris Link to approve the Abdo Audit Engagement letter.

Motion Carried

11. Claims

A. Motion to Approve Claims in the amount of \$1,230,438.94.

There was a motion by Chris Link with a second by Larry Bartels to approve the claims in the amount of \$1,230,438.94.

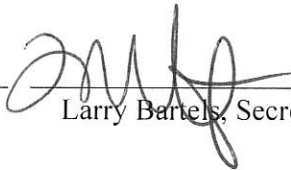
Motion Carried

13. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 8:27pm.



Mike Mathisen, Chairman



Larry Bartels, Secretary