

**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  
May 16<sup>th</sup>, 2022**

**1. CALL TO ORDER**

The meeting was called to order by Chairman Adam Steffl.

**2. ROLL CALL**

Roll call was taken and a quorum established

Members Present: Adam Steffl, Chairman  
Mike Mathisen, Commissioner  
Nick Willing, Commissioner  
Betsy Moran, Commissioner  
Tom Rowbotham, Commissioner

Also Present: Paul Twite, General Manager  
Michelle Hoffman, CLA  
Wendy Neu, Recorder

**3. Agenda**

A. There was a motion by Mike Mathisen with a second by Nick Willing to approve the agenda with moving Michelle Larson to 10C.

Motion Carried

**4. Financials- Moved to 10C**

**5. MINUTES**

A. There was a motion by Tom Rowbotham with a second by Nick Willing to approve the minutes of the regular meeting on April 18th, 2022.

Motion Carried

**6. Power Cost Adjustment**

A. Review the Power Cost Adjustment for April 2022 billing of 0.00421.  
Paul Twite presented the PCA and led a discussion on the Cost of Power.

**7. Staff Update**

A. Conservation Improvement Update  
Wendy Neu discussed current state of 2022 CIP program.

B. Staff Update

C. Paul Twite presented update.

- Storm discussion, along with underground reliability
- Discussion on the capacity being lower than need.
- MISO put out notice for possibility of rolling blackouts. DMU can cover 14 MW of power. Our peak last year was 16MW. Paul is going to bring a priority matrix to next month's meeting for the commission to review. With that he will draft a letter that will advise customers of a possible energy shortage during the summer period.
- There was a discussion on the Service Territory Agreement for Legacy Woods.
- Adam discussed the short outage from a couple weeks ago.

8. Commissioners Report

A. City Council Liaison Update- None to report

9. Unfinished Business-none to report

10. New Business

A. Alan Brixius-Comprehensive Plan-Table

B. There was a motion by Tom Rowbotham with a second Mike Mathisen to approve the Pay Equity Plan.

Motion Carried

C. Michelle Hoffman presented the financials for April 2022.

- The electric and water funds are trending up.
- Both funds saw an increase in cash, \$30,000 in electric and \$25,000 in water.
- AR balance is staying steady with a slight decrease of \$8,000.
- Electric Net Position had a decrease \$26,000 while the water fund had an increase of \$17,000.

There was a discussion on timing and dollar amount of the bond for downtown substation upgrades.

11. Claims

There was a motion by Nick Willing with a second by Tom Rowbotham to approve the claims in the amount of \$1,126,967.44.

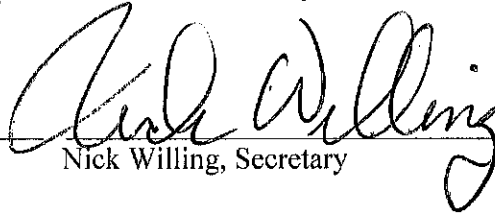
Motion Carried

12. ADJOURNMENT

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



Adam Steffl, Chairman



Nick Willing, Secretary