

**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
Thursday, February 18th, 2021**

1. CALL TO ORDER

The meeting was called to order by Adam Steffl, Chairman

2. ROLL CALL

Roll call was taken, and a quorum established

Members Present:	Adam Steffl, Chairman Tom Rowbotham, Commissioner Nicholas Willing, Commissioner Michael Mathisen, Commissioner Jason Franzen, Commissioner
Staff Present:	Chris Hart, Finance Director Paul Twite, General Manager Brittany Moorhouse, Recorder

3. AGENDA

A. There was a motion by Tom Rowbotham with a second by Mike Mathisen to approve the agenda.

Adam Steffl- Aye
Tom Rowbotham-Aye
Jason Franzen -Aye
Nicholas Willing-Aye
Michael Mathisen-Aye

Motion Carried

4. Minutes

A. Approve the minutes of the Regular Meeting on January 21st, 2021.

There was a motion by Adam Steffl with a second by Jason Franzen to approve minutes with an edit to item 5, indicating a vote will be conducted in February's meeting.

Adam Steffl- Aye
Tom Rowbotham-Aye
Jason Franzen -Aye
Nicholas Willing-Aye
Michael Mathisen-Aye

Motion Carried

5. POWER COST ADJUSTMENT (No motion or approval necessary or required.)

A. Review the Power Cost Adjustment for January 2021 billing of .000

6. FINANCIALS (No motion or approval necessary or required)

A. Review the Financials for January 2021

Chris Hart provided a financial review of the cash flow and financial dashboard for the month. In the Electric Department, revenue is 1.11% under budget for the month. We used \$25,963.49 cash more than planned for the month. Year to date is \$25,963.49 cash ahead of budget. Electric expenses are 3.78% over budget for the month while year to date expenses are 3.78% over budget.

In the Water Department, revenue is 68.57% over budget for the month. We are \$64,167.82 cash ahead of plan for the month. Year to date we have we are \$64,167.82 ahead of budget and expenses are 4.52% under budget.

7. GM Report

A. CIP (Conservation Improvement Update) Brittany Moorhouse presented that CIP is already at 55.7% of our 2021 goal. With the projects in progress, we will easily make our 2021 goal.

B. General Manager Update was presented by Paul Twite. Mr. Twite talked about Texas and the record temperatures. Paul also mentioned the cost of energy during this time and how important our engines are in a time of emergency.

Paul also talked about the replacement for Sub A Transformer. We received bids from six different vendors. The lead time for a new transformer would be ten months. DMU is reviewing all options to pay for the new transformer.

8. Commissioners Report

Adam Steffl thanked Jason Franzen for being on the Water, Light and Power Commission and all that he has contributed.

9. Unfinished Business

A. The Utility is recommending a 50/50 split that goes to an emergency fund and capital improvement fund.

There was a motion by Adam Steffl and a second by Jason Franzen to approve the 50/50 split.

Adam Steffl- Aye

Tom Rowbotham-Aye

Jason Franzen -Aye

Nicholas Willing-Aye

Michael Mathisen-Aye

Motion Carried

10. New Business

11. Claims

There was a motion by Adam Steffl with a second by Tom Rowbotham to approve claims for the month of January 2021 the amount of \$955,763.10.

Adam Steffl- Aye

Tom Rowbotham-Aye

Jason Franzen -Aye

Nicholas Willing-Aye

Michael Mathisen-Aye

Motion Carried

12. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 8:43pm.

Adam Steffl, Chairman

Nick Willing, Secretary