

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, May 15th 2023

## 1. CALL TO ORDER

The meeting was called to order by Mike Mathisen, Commission Chair

## 2. ROLL CALL

Roll call was taken, and a quorum established.

Members Present: Mike Mathisen, Chair  
Larry Bartels, Commissioner  
Betsy Moran, Commissioner  
Nick Willing, Vice-Chair  
Chris Link, Commissioner

Staff Present: Paul Twite, General Manager  
Wendy Neu, Recorder  
Taylor Porter, Recorder  
Lance Lauinger, CLA

## 3. AGENDA

A. There was a motion by Nick Willing with a second by Betsy Moran to approve the agenda.

Motion Carried

## 4. FINANCIALS

A. Lance Lauinger presented the financials for the month of April 2023.

## 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 April 17<sup>th</sup>, 2023.

Motion Carried

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

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

## 7. Staff Update

A. CIP (Conservation Improvement Update)

- Wendy Neu discussed the reporting year of 2022 will be sent to the state by June 1st. The Conservation Improvement Plan is a state mandated program. The annual goal of 1.5% kWh savings is based on a rolling three-year average not to include the immediate prior year. If we continue to meet the kWh savings goal, we will not need to meet the 1.5% spend goal moving forward.

## B. General Manager Report

Paul Twite presented updates on the below:

- Review of the bid tally along with one of the submitted proposals. The submitted proposal was used an example of what we are seeing from the respondents
- Discussion on the departure from CMPAS and plans moving forward
- Discussed the Citizens Academy Tours that were conducted at both the Water and Electric Plant location
- Gen 9- CO2 fire suppression has been removed and the new system will be complete in the coming weeks. DMU is having a hard time finding a fuel filter for replacement of existing holder, we can find a replacement filter unit for roughly \$7,000.

There was a motion by Nick Willing with a second by Betsy Moran to approve the purchase of a new fuel filter system for Gen 9 in the amount of \$7,000.

Motion Carried

## 8. Commissioners Report

Betsy Moran discussed the road projects that will be completed this summer.

## 9. Unfinished Business

### A. Summer Help update

We have received two applications, with the ad to run for two more weeks.

### B. Approve the Request for Action selecting Stantec for the Water RFP

There was a discussion on the scope of work to be covered and the factors considered to determine the appointed RFP company.

There was a motion by Larry Bartels with a second by Nick Willing to approve the Water RFP award to Stantec.

Motion Carried

## 10. New Business

### A. Motion to Approve Observation of the Juneteenth Holiday

There was a motion by Betsy Moran with a second by Chris Link to approve the observation of the Juneteenth Holiday in alignment with the city.

Motion Carried

### B. Motion to Approve M&P Underground Quote

Mr. Twite provided a recap on the project that will work towards completing the loop through McKinley. This phase will cover the Legion to the Movie Theatre on Hwy 12.

There was a motion by Larry Bartels with a second by Betsy Moran to approve the M & P bid in the amount of \$132,978.92 to complete the scope of work described.

Motion Carried

C. Joint Resolution on Electric Fee Structure

The joint resolution is a restructuring of Electric, Sewer, and Water fees. This fee structure is scheduled to be in place until Dec 31<sup>st</sup>, 2023, or until otherwise amended prior to that date by both parties.

There was a motion by Nick Willing with a second by Larry Bartels to approve the Joint Resolution Restructure.

Motion Carried


11. Claims

A. There was a motion by Chris Link with a second by Nick Willing to approve claims for the month of April 2023 in the amount of \$842,150.30.

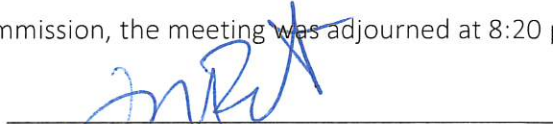
Motion Carried

12. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 8:20 pm.



Mike Mathisen, Chair



Larry Bartels, Secretary