

**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, October 17th, 2022**

1. CALL TO ORDER

The meeting was called to order by Mike Mathisen, vice- Chairman

2. ROLL CALL

Roll call was taken, and a quorum established

Members Present: Larry Bartels, Commissioner
 Michael Mathisen, Commissioner
 Betsy Moran, Commissioner
 Nick Willing, Commissioner

Staff Present:

 Paul Twite, General Manager
 Brittany DeGroot, Recorder
 Wendy Neu, Operation Manager
 Lance Lauinger, CLA

3. AGENDA

A. There was a motion by Larry Bartels with a second by Betsy Moran to approve the agenda with the addition of 4B update on revenue bond.

Motion Carried

4. FINANCIALS

A. Lance Lauinger discussed the financials for the month of September 2022. Lance also mentioned the talk about budget workshop coming soon.

5. Minutes

A. Approve the minutes of the Regular Meeting and Special Meetings in September and October 2022.

There was a motion by Larry Bartels with a second by Betsy Moran to approve the regular meeting on September 19th, 2022.

Motion Carried

B. There was a motion by Nick Willing with a second by Larry Bartels to approve the special meeting on September 19th, 2022.

Motion Carried

C. There was a motion by Larry Bartels with a second by Betsy Moran to approve the special meeting on October 3rd, 2022.

Motion Carried

D. There was a motion by Mike Mathisen with a second by Betsy Moran to approve the special meeting on October 10th, 2022.

Motion Carried

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

A. Review the Power Cost Adjustment for September 2022 billing of .01484.

7. Staff Update

A. CIP (Conservation Improvement Update)

Wendy Neu talked about utility rebates for the month of September 2022.

B. General Manager Report

- Paul Twite talked about switching the town from Sub A to Sub B.
- The city requested help with snow plowing this winter. More information will be advised once legal has been consulted.
- Discussion on the joint facility was also mentioned.
- Wendy Neu advise that the new office staff will be starting on November 7th.

8. Commissioners Report

A. City Council Improvement Updates-Business Park entertaining purchase agreements

9. Unfinished Business

There was a motion by Larry Bartels with a second by Nick Willing to approve the office staff moving to the water treatment facility.

The commission decided to retract this motion until more estimates were received for the construction of offices at the water treatment facility.

10. New Business

A. Election of Officers

I. Chairman:

- a. Open for Nomination
- b. Close Nominations

There was a motion by Nick Willing with a second by Betsy Moran to nominate Mike Mathisen as Chairman.

Nick Willing- Aye
Betsy Moran- Aye
Mike Mathisen- Aye
Larry Bartels- Aye

- II. Vice Chair:
- a. Open for Nomination
 - b. Close Nominations

There was a motion by Betsy Moran with a second by Mike Mathisen to nominate Nick Willing as Vice Chair.

Nick Willing- Aye
Betsy Moran- Aye
Mike Mathisen- Aye
Larry Bartels- Aye

Motion Carried

- III. Secretary:
- a. Open for Nomination
 - b. Close Nominations

There was a motion by Mike Mathisen with a second by Betsy Moran to nominate Larry Bartels as Secretary.

Nick Willing- Aye
Betsy Moran- Aye
Mike Mathisen- Aye
Larry Bartels- Nay

Motion Carried

B. Motion to approve Generator 9 Starter Expense.

The commission would like to table this until the current expenses for Gen 9 have been totaled.

11. Claims

A. There was a motion by Betsy Moran with a second by Larry Bartels to approve claims for the month of September 2022 in the amount of \$1,131,957.00.

Motion Carried

12. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 8:22pm.



Mike Mathisen, Chairman



Larry Bartels, Secretary