

**DRAFT**  
**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, March 15<sup>th</sup>, 2010**

1. CALL TO ORDER

The meeting was called to order by Chairman Larry Bartels.

2. ROLL CALL

Roll call was taken and a quorum established

Members Present:	Larry Bartels, Chairman Bob Hutter, Commissioner Jonathan Ness, Commissioner Randy Keranen, Commissioner Joseph Johnson, Commissioner
Also Present:	Hal Becker, General Manager Aimee Dreger, Recorder

3. AGENDA

There was a motion made by Bob Hutter with a second Randy Keranen to approve the agenda.

Motion Carried

4. MINUTES

A. There was a motion by Randy Keranen with a second by Jonathan Ness to approve the minutes of the regular meeting conducted on February 18th, 2010.

Motion Carried

B. There was a motion by Bob Hutter with a second by Jonathan Ness to approve the minutes of the Joint meeting conducted on February 18th, 2010.

Motion Carried

5. POWER COST ADJUSTMENT

There was a motion made by Jonathan Ness with a second by Joseph Johnson to approve the power cost adjustment for bills due March 27th, 2010 at negative .001526.

Motion Carried

6. FINANCIALS

Commissioner Keranen inquired if we have any concerns on the river rising and Mr. Becker explained that we have checked all our pumps for flood control and at this time we do not see any issues.

For the month of February, we are fairly close to the budget in the electric and water department. We are watching our cash flow very closely and so far we have had a positive cash flow for each month. We are on track to stay with the forecasted cash flow.

Commissioner Keranen asked if we know how many houses are empty in town and Mr. Becker replied that we have a few houses that are empty but most are sold or rented now.

A. Motion to Approve the Financials for February 2010

There was a motion made by Jonathan Ness with a second by Randy Keranen to approve the financials for February 2010.

Motion Carried

## 7. COMMISSIONERS REPORT

### A. Utility Fact Sheet Project

Commissioner Ness has created a blank fact spreadsheet for the electric and water department to summarize debt summary, usage and revenue, expenses, monthly billing trends, generator summary, fixed vs. variable costs, cost structure and a brief personnel summary. Chris Hart filled in the data for this new spreadsheet.

Commissioner Ness has also offered to look at the financial data and follow up with Chris and Hal to streamline the data and possibly condense the financials for the commission meetings. Commissioner Keranen would also like to see the peak power on the new sheet.

## 8. UNFINISHED BUSINESS -NONE

## 9. NEW BUSINESS

### A. Discuss Valuation Study Regarding Electric Enterprise

Commissioner Bartels said the City Council has agreed to do this study and would like to share in the cost of one study. Commissioner Keranen commented that he would like to discuss with the council members exactly what they and our Commission would like to get out of this study to ensure the goals and information we want benefit both the council and the commission. Commissioner Bartels went on to say the last study was done in 1996 and he liked the framework of that study. Commissioner Ness inquired if Phil Kern, city administrator, is investigating the cost of a study and Commissioner Bartels replied he does not know if he has looked into it as of yet. Commissioner Ness commented he thinks it is a great idea to go in together with the city on the study but also commented on how we would do the follow ups and if it would involve conducting joint meetings with the city.

Commissioner Hutter was also concerned about the determination of what the goal and focus would be for this study for both the city and the commission and to make sure we are all on the same page. We need to have these goals in concrete form. Commissioner Bartels commented that at the very least we need to find out what the study is going to cost and then have a joint meeting to decide from there. Mr. Becker commented he thinks the study will go very smoothly between the city and the utility. He went on to say the DMU staff will do everything we can to help. Phil will contact Springsted who did our study last time and will confer with Hal on what the previous study contained for data.

## 10. CLAIMS

There was a motion made by Jonathan Ness with a second by Bob Hutter approve claims for the month of February 2010 in the amount of \$436,775.24.

Motion Carried

## 11. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned.