

MINUTES



**Blue Earth Light and Water
Board Meeting Group
BELW Board Meeting
Monday, November 20, 2017, 5:00 pm - 6:00 pm
BELW Board Room**

A. Call to Order

The meeting was "Called to Order" at 5:00 pm

B. Meeting Attendance

Board Members Present:

Tim Juba
Bernie Kriewall
Lars Bierly
Dan Mensing
Mark Loge

Staff Present:

Jill Madetzke, Senior Accountant
Laurie Oelke, Office Manager
Tim Stoner, General Manager

C. General Reports

1. Public Forum and Correspondence

2. Approve Previous Meeting Minutes

The Board reviewed and approved the meeting minutes from October 16, 2017

Move: Lars Bierly Second: Tim Juba Status: Passed

3. Financial Review

The Board reviewed the September 2017 Income Statement and Balance Sheet from both Electric and Water Funds.

4. Review Monthly Energy Adjustment

The Board reviewed the monthly Power Cost Adjustment (PCA) for October 2017 based on October energy costs. The PCA was .009484 KWH

5. Approval of Accounts Payable

to be uploaded later

The Board reviewed and approved the accounts payable for October 2017. The accounts payable totaled \$645,481.58. Large accounts included \$281,213 for Energy, Capacity and Transmission cost. \$25,118 for Water SCADA, \$54,115.00 for New Meters/Gateways.

Move: Mark Loge Second: Lars Bierly Status: Passed

6. Review of Project Status

The Board discussed Internal Security of our SCADA system. A tour is to be set up in the next few months to address security issues/operations and discuss recent changes.

7. Review of Outage Reports

No outages were reported

8. Approval of Collection/Write off Activity

To be hand delivered

The Board reviewed the collection/write off report and approved as presented

Move: Tim Juba Second: Bernie Kriewall Status: Passed

D. New Business

1. MCR Review of our Transmission Cost Recovery from MISO

See attachment of scope/agenda

The Board reviewed the engagement letter from MCR in regards to our MISO Attachment O filing. The simple pay back would be approximately one year, depending on actual findings of the review. The board motioned and approved with a "not to exceed" amount of \$40,000 for the contracted amount to MCR.

Move: Mark Loge Second: Tim Juba Status: Passed

2. Office Hours

The Board reviewed the office hours and agreed to align with field department hours of work. The board also discussed the available options for customers to pay the bills and with the availability of the drop box, online services and bill pay and reduced customer counts from 4:30 to 5:00pm. The Board elected to change office hours to 8 to 4:30 Monday to Friday starting the January 1, of 2018.

3. Sale of Substation land

The board discussed selling the proposed sub station land back to the city for the proposed housing development. The Board motioned to allow the Board Chair (Mensing) to sign the documents as presented.

Move: Lars Bierly Second: Bernie Kriewall Status: Passed

4. EDA Utility Fund Discussion

5. CMPAS Energy Summit/conference

The Board discussed sending the BELW General Manager Stoner to an energy summit conference representing CMPAS Joint Power Agency as the current Board President, Although the event is sponsored by NextEra Energy, CMPAS will be covering the air travel expense. The Board approved GM Stoner to attend the event also was giving permission to attend the APPA Legislative conference as well.

6. Prelim 2018 budget

The preliminary budget was presented a final budget will be available at the December meeting.