

**WILLMAR MUNICIPAL UTILITIES COMMISSION**

**MEETING AGENDA**

**MONDAY, AUGUST 8, 2016 – 11:45 A.M.**

**Est. Start Time**

**BUSINESS MEETING**

- |             |  |
|-------------|--|
| 11:45 a.m.  | 1. Approve consent agenda: ®<br>a. Additions to agenda? Approve agenda.<br>b. Minutes from July 25, 2016 MUC meeting<br>c. Review & approve payment of bills (including wire transfers) in the total amount of \$286,412.18  |
| 11:50 a.m.  | 2. Resume discussion for consideration to purchase electronic devices (tablets) and meeting application for Commissioner & Staff use. (Dan)<br>a. iPad Air 2 w/Call to Order App vs PC-based tablet w/The Box App (Mike)<br>b. Request approval to proceed with purchase(s) (Dan) M                                      |
| 12:10 p.m.  | 3. Educational Topic: Customer Service Overview (Stacy)<br>a. Review Debt Writeoff List<br>b. Approve request to have the City Council place liens on properties for unpaid utility bills. ®<br>c. Request approval of annual contributions to Salvation Army HeatShare Program and Heartland Community Action Agency. ® |
| 12:25 p.m.  | 4. Appoint Delegate (John Harren) & Alternate (Carol Laumer) to vote on matters of concern to come before the MMUA membership. (Dan) M   |
| 12: 30 p.m. | 5. Informational updates:<br>a. New logo (Mary)<br>b. 125 <sup>th</sup> Anniversary Celebration (Mary)<br>c. June 2016 Power Supply Report (Michelle)  |
| 12:35 p.m.  | 6. Interim General Manager’s Report  |

® Resolution required

M Motion requested

NOTE: This meeting will be audibly recorded.

***“Willmar Municipal Utilities will provide safe, reliable & quality utility services at competitive rates for their customers.”***

## INTERIM GENERAL MANAGER'S REPORT – AUGUST 8, 2016

### **Est. Start Time**

- |            |  |
|------------|--|
| 12:35 p.m. | 1. Recap recent attendance at APPA Policy Makers Council meeting (Carol)   |
| 12:40 p.m. | 2. Reminder: Rescheduled MUC meeting & Facilities Tour to be held August 22 <sup>nd</sup> beginning at 3:00 p.m. with the regular MUC meeting to follow at approx. 4:30/5:00 p.m. Note: This is a tentative route and timeline. Commission will be asked to concur with the route. |
| 12:43 p.m. | 3. Facilities/Building Project Work Session scheduled for: Monday, August 29 <sup>th</sup> at 4:00 p.m. (WMU Auditorium)   |
| 12:44 p.m. | 4. Request to schedule WMU Planning Committee Meeting – 2017 Budget discussion (week of Sept. 5)   |
| 12:45 p.m. | 5. Adjournment   |

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- Upcoming date(s) to note for 2016:
  - MMUA Annual Summer Meeting – August 15-17 (Cragun's) – Commissioners Laumer & Nagel attending
  
- APPA Public Utility Governance Webinar Series: (all webinars @ 1:00-2:30 p.m. CST)
  - *Strategic Planning for Utility Boards and City Councils* - Aug.11
  - *Performance Monitoring and Accountability for Boards* - Sept. 8
  - *Achieving Excellence in Public Power Governance* - Oct. 5

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