

**WILLMAR MUNICIPAL UTILITIES MINUTES**  
**MUNICIPAL UTILITIES AUDITORIUM**  
**NOVEMBER 23, 2015**

The Municipal Utilities Commission met in its regular meeting on Monday, November 23, 2015 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Matt Schrupp, Dan Holtz, Jeff Nagel, Joe Gimse, Justin Mattern, and Abdirizak Mahboub. Absent was Commissioner Carol Laumer.

Others present at the meeting were: General Manager Wesley Hompe, Director of Operations John Harren, Director of Finance Tim Hunstad, Power Supply Manager Chris Carlson, Customer Service Supervisor Stacy Stien, Power Production Supervisor Jon Folkedahl, Administrative Secretary Beth Mattheisen, City Councilman Andrew Plowman, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist David Little.

Due to the absence of Commission Secretary Laumer, President Schrupp opened the meeting by appointing Commissioner Nagel to serve as Acting Secretary. Following the appointment, President Schrupp requested the Commission to offer a resolution to approve the Consent Agenda. Following review and discussion, Commissioner Gimse offered a resolution to approve the Consent Agenda as presented. Commissioner Holtz seconded.

**RESOLUTION NO. 47**

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Consent Agenda be approved as presented which includes:

- ❖ Minutes from the November 9, 2015 Commission meeting; and,
- ❖ Bills represented by vouchers No. 144580 to No. 144668 inclusive in the amount of \$1,965,021.53 with a MISO charge in the amount of \$35,600.61.

Dated this 23<sup>rd</sup> day of November, 2015.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Acting Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

Commissioner Mattern (Chair) reviewed with the Commission the minutes from the November 20<sup>th</sup> WMU Planning Committee meeting (see attached). The primary purpose of the meeting was to review and discuss the preliminary 2016 WMU Budget. A brief financial recap of 2015 was presented by General Manager Hompe. Director of Finance Hunstad continued by presenting a detailed analysis of all divisions along with data related to the proposed Budget. Following review and discussion, it was the recommendation of the WMU Planning Committee to present the proposed 2016 WMU Budget to the Commission for review at the November 23<sup>rd</sup> MUC meeting.

Following discussion, Commissioner Mattern offered a motion to approve the minutes of the November 23<sup>rd</sup> WMU Planning Committee meeting as presented. Commissioner Holtz seconded the motion which carried by a vote of six ayes and zero nays.

In conjunction with the WMU Planning Committee recommendation, Director of Finance Hunstad presented the Commission with a comprehensive review of the proposed 2016 WMU Budget. Among the topics contained in the presentation were: 1) review of assumptions; 2) Electric Division; 3) Water Division; 4) Heating Division; 5) Combined WMU; 6) Capital Plan; 7) Operating Financial summaries; and, 8) Capital Plan details. A request for formal approval of the 2016 WMU Budget would be presented to the Commission at the December 14<sup>th</sup> MUC meeting. (Note: The proposed Budget will be presented to the City Finance Committee for consideration at their November 23<sup>rd</sup> meeting.)

Staff presented the Commission with the following Utility-related reports for review and discussion. These informational reports and analyses included:

1. August & September 2015 Power Supply Reports (Power Supply Manager Carlson)
2. October 2015 Wind Turbine Report (Power Production Supervisor Folkedahl)

General Manager Hompe presented the Commissioners with a number of upcoming meetings/events to note. These include:

- WMU Labor Committee Meeting – Mon., Nov. 23<sup>rd</sup> @ 1:00 p.m.
- WMU/IBEW mediation session – Tues., Dec. 1<sup>st</sup> @ 9:00 a.m. (Willmar Conference Center)
- 2016 APPA Events:
  - Legislative Rally – March 7-9 (Washington, DC)
  - Lineworker Rodeo – April 1-2 (Shakopee, MN)
  - National Conference – June 10-15 (Phoenix, AZ)
- 2016 MMUA Events:
  - Legislative Conference – Tues., April 19 (note: 1 day only)
  - Annual Summer Meeting – August 15-17 (location TBD)

There being no further business to come before the Commission, Commissioner Nagel made a motion to adjourn the meeting. Commissioner Gimse seconded the motion which carried, and the meeting was adjourned at 12:45 p.m. by a vote of six ayes and zero nays.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

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Beth Mattheisen  
Administrative Secretary

ATTEST:

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Jeff Nagel, Acting Secretary



## WILLMAR MUNICIPAL UTILITIES

### WMU PLANNING COMMITTEE MEETING MINUTES NOVEMBER 20, 2015 – 1:00 P.M. WMU CONFERENCE ROOM

Present: Commissioners Justin Mattern & Jeff Nagel, General Manager Wesley Hompe, Director of Finance Tim Hunstad, and Director of Operations John Harren

Committee Chair Mattern called the meeting to order at 1:03 p.m.

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#### **AGENDA ITEM(S):**

##### ➤ **Review preliminary 2016 WMU Budget**

General Manager Hompe and Director of Finance Hunstad presented the Committee with the proposed 2016 WMU Budget. A brief financial recap of 2015 was reviewed by General Manager Hompe. Director of Finance Hunstad continued by presenting analysis of the following data relative to the proposed budget:

- Review of assumptions
- Electric Division
- Water Division
- Heating Division
- Combined WMU
- Capital Plan
- Operating Financial Summaries
- Capital Plan details

Among the points of interest to note for 2016:

- No rate increases anticipated
- Possible re-allocation of existing funds (i.e. assist in reducing the required amount of finance for future large budget projects)
- Job market effect on current & future wages
- Additional costs anticipated with upcoming Transmission Ownership
- WMU's 125- year anniversary

Following review & discussion, it was the consensus of the WMU Planning Committee to recommend presenting the proposed 2016 WMU Budget to the Commission at the Nov. 23<sup>rd</sup> MUC meeting. Commission approval of the Budget in its entirety will be requested at the December 14<sup>th</sup> MUC meeting. (Note: The proposed 2016 WMU Budget will be presented to the City Council/Finance Committee at their scheduled meeting on November 23<sup>rd</sup> beginning at 4:45 p.m.)

#### **Adjournment:**

Following discussion, Commissioner Nagel offered a motion to adjourn the meeting of the WMU Planning Committee at 2:00 p.m. Commissioner Mattern seconded the motion which carried by a vote of two ayes and zero noes.