

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
JANUARY 25, 2016

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, January 25, 2016 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Dan Holtz, Carol Laumer, Jeff Nagel, Joe Gimse, Justin Mattern, Abdirzak Mahboub, and Nathan Weber.

Others present at the meeting were: General Manager Wesley Hompe, Director of Operations John Harren, Power Supply Manager Chris Carlson, Customer Service Supervisor Stacy Stien, Power Production Supervisor Jon Folkedahl, Administrative Secretary Beth Mattheisen, Water/Heating Supervisor Joel Braegelman, City Attorney Robert Scott (via teleconference), City Councilman Shawn Mueske, and WC Tribune Journalist Shelby Lindrud.

Commission President Holtz opened the meeting by requesting a moment of silence in remembrance of our dear friend, co-worker and colleague, Tim Hunstad. Tim held the position of Director of Finance for the Willmar Utilities since October 2012 and was a respected member of the Willmar business community. Tim passed away suddenly on January 15th and will be greatly missed by all.

Commissioner Holtz next introduced and welcomed the newest member to join the Commission, Nathan (Nate) Weber. Following the introduction, Commissioner Weber presented a brief background description of himself.

Commissioner Holtz followed the introduction by requesting a resolution to approve the Consent Agenda. Commissioner Laumer offered a resolution to approve the Consent Agenda as presented. Commissioner Nagel seconded.

RESOLUTION NO. 5

“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 January 11, 2016 Commission meeting; and,
- ❖ Bills represented by vouchers No. 160071 to No. 160159 inclusive in the amount of \$1,881,500.35 with a MISO charge in the amount of \$94,896.85.

Dated this 25th day of January, 2016.

President

ATTEST:

Secretary

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

General Manager Hompe informed the Commissioner that due to the untimely passing of WMU's Director of Finance, a Chief Financial Officer would need to be appointed in the interim. According to the Willmar City Charter, the CFO's responsibilities would include the authority, together with the Chief Executive Officer (General Manager), over all disbursements for WMU (Charter Sec. 4.05, subd.3). Hompe continued by recommending that the interim position be proposed to Director of Operations Harren. Harren accepted the interim CFO position. Following discussion, Commissioner Gimse offered a resolution to designate John Harren (Director of Operations) to serve in the interim as the Chief Financial Officer. Commissioner Mattern seconded.

RESOLUTION NO. 6

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that John Harren be designated to serve as the Chief Financial Officer for the Willmar Municipal Utilities Commission on an interim basis, effective immediately, until such time as the Commission makes a permanent designation for this office."

Dated this 25th day of January, 2016.

President

ATTEST:

Secretary

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

Director of Operations Harren presented the Commission with statistical departmental reviews for the year 2015. The first report reviewed was the Reliability Performance Report (Electric Division). Contained in this report are four individual reports. These annual reports are: 1) Reliability Performance Report; 2) Service Quality Report; 3) Miles of Electrical Distribution & Transmission Line Report; and 4) Safety Report. Harren noted that actual reliability for customer's percentage of service was 99.986% for 2015 (very good). The majority of the outages experienced were the result of aging underground cable failures and natural causes (weather, trees, etc.). The Commission expressed their appreciation for the Staff's performance throughout the year.

Director of Operations Harren continued by presenting the Commission with the 2015 Water Department Summary. Among the items of interest contained in the Water Summary were: 1) total gallons pumped (1.428 billion); 2) average gallons pumped per day (3.912 million); 3) peak usage day (5.876 million gallons on 7/15/2015); 4) 20 new water services; and, 5) new water mains totaled 23 blocks.

General Manager Hompe informed the Commission that the APPA Public Utility Governance Webinar Series is once again being offered. The nine-part series targets individuals serving on public power governing bodies (utility boards/commissions and city councils). These webinars were developed primarily for those who are new to public power governance responsibilities. Individuals who have served for a number of years may also find these sessions beneficial. The webinars all take place from 1:00-2:30 p.m. (CST) and may be taken individually or as a series. Hompe presented an overview of each of the webinars being offered throughout the series:

- Public Power's Unique Business Model and Governance Structure - Feb. 11
- Legal Obligations, Duties and Responsibilities of Public Power Governing Boards - March 20
- Federal Legislative and Regulatory Issues for Boards - April 7
- Industry Issues and Challenges Facing Public Power Governing Bodies - May 5
- Overview of Utility Financial Operations for Board and Council Members - June 2
- Rate Making for Utility Boards and City Councils - July 7
- 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

General Manager Hompe reviewed with the Commission a tentative schedule of events to be held in 2016 to commemorate WMU's 125th Anniversary. Among the events being planned to celebrate this milestone include: monthly drawings for \$50 utility bill credits culminating with a \$125 final drawing; various facility tours; participation in a number of community events (i.e. Willmar Fest, National Night Out, Public Power Week; Chamber Connection; etc.). This is a going to be an exciting year for WMU!

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

- Clean Energy Economy Minnesota –Tues., January 26 @ 7:30-9:00 a.m. (Willmar Conf. Center)
- Annual Home Show (WC Builders Assn.) – April 2 & 3 (Willmar Civic Center)
- 2016 APPA Events:
 - Legislative Rally – March 7-9 (Washington, DC)
 - Lineworkers Rodeo – April 1-2 (Shakopee, MN)
 - National Conference – June 10-15 (Phoenix, AZ)
- 2016 MMUA Events:
 - Legislative Conference – Tues., April 19 (St. Paul – one day only)
 - Annual Summer Meeting – August 15-17 (Cragun's)
- Annual Open House (Public Power Week) – Tues., October 4 (Willmar Civic Center)

There being no further business to come before the Commission, Commissioner Mattern made a motion to adjourn the meeting. Commissioner Laumer seconded the motion which carried by a vote of seven ayes and zero nays, and the meeting was adjourned at 12:40 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Jeff Nagel, Secretary