

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
FEBRUARY 22, 2016

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, February 22, 2016 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Dan Holtz, Jeff Nagel, Joe Gimse, Justin Mattern, and Nathan Weber. Absent were Commissioners Carol Laumer & Abdirizak Mahboub.

Others present at the meeting were: General Manager Wesley Hompe, Director of Operations John Harren, Customer Service Supervisor Stacy Stien, Power Production Supervisor Jon Folkedahl, Administrative Secretary Beth Mattheisen, City Attorney Robert Scott, City Councilman Shawn Mueske, and WC Tribune Journalist Shelby Lindrud.

Commissioner Holtz opened the meeting by requesting the Commission to offer a resolution to approve the Consent Agenda. Following review and discussion, Commissioner Laumer offered a resolution to approve the Consent Agenda as presented. Commissioner Mattern seconded.

RESOLUTION NO. 8

“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 February 8, 2016 Commission meeting; and,
- ❖ Bills represented by vouchers No. 160250 to No. 160390 inclusive in the amount of \$1,630,965.70 with a MISO charge in the amount of \$74,793.78, and Westmoreland Resources (coal) payment in the amount of \$72,617.30.

Dated this 22nd day of February, 2016.

President

ATTEST:

Secretary

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

Commissioner Gimse reviewed with the Commission minutes from the February 8th WMU Labor Committee meeting (see attached). On behalf of the Labor Committee, Gimse extended his appreciation to the WMU Staff for keeping the Committee well-informed and up-to-date on labor issues which impact the Utilities and its employees. The two main topics of discussion focused on the WMU’s linemen’s wages versus the current market wages and the beginning process to revise the WMU Personnel Policy Manual. Following discussion, Commissioner Gimse offered a motion to approve the minutes of the February 8th WMU Labor Committee meeting as presented. Commissioner Mattern seconded the motion which carried by a vote of five ayes and zero nays.

At this time, Commissioner Holtz introduced City Attorney Robert Scott of Flaherty & Hood, P.A. Flaherty & Hood provides legal counsel to a number of local governments (including the City of Willmar) and joint power organizations who deal with various municipal law matters. Attorney Scott presented the Commission with training on the following topics: Opening Meeting Law (OML); Government Records & Data Practices; and, Conflict of Interest. Attorney Scott reviewed the process, interpretation and legal advice regarding these issues. Following the presentation,

Commissioner Holtz expressed the Commission's appreciation for the training provided regarding procedures and legalities concerning OML and associated matters.

General Manager Hompe updated the Commission of the newest addition to join the WMU Staff. Wes Greeley has filled the position of Coal Handler (February 16th) in our Power Production Division. We are pleased to have Wes join the WMU team!

General Manager Hompe announced to the Commission and Staff that Commissioner Laumer had recently been appointed to serve on the American Public Power Association's (APPA) Policy Makers Council (one-year term). The Policy Makers Council (PMC) assists APPA in promoting federal legislation that is important to public power systems such as WMU and opposing harmful legislation. It also provides advice on other issues of importance to APPA. The PMC is made up of 40 members who serve on either utility boards or are elected officials in public power communities. Congratulations, Carol!

General Manager Hompe informed the Commission that a meeting of the WMU Planning Committee is scheduled for March 1st beginning at 12:00 noon. The main topics to be addressed would include: 1) new facilities update and progress report; and, 2) continue discussion of the Local Generation Study findings and options.

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

- WMU Planning Committee Meeting – March 1 @ 12:00 noon
- APPA Public Utility Governance Webinar Series (2 of 9): [Legal Obligations, Duties and Responsibilities of Public Power Governing Boards](#) - March 20 @ 1:00-2:30 p.m. (WMU Conference Room)
- 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 Nagel seconded the motion which carried by a vote of five ayes and zero nays, and the meeting was adjourned at 12:57 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Jeff Nagel, Secretary



WILLMAR MUNICIPAL UTILITIES
WMU Labor Committee Meeting Minutes
Willmar Conference Room
Monday, February 8, 2016 – 10:30 a.m.

Attendees: Commissioners Carol Laumer (Chair), Joe Gimse & Dan Holtz, General Manager Wesley Hompe, and Director of Operations John Harren.

Committee Chair Laumer called the meeting to order at 10:31 a.m. by requesting any additions to the agenda.

AGENDA ITEMS:

➤ **Linemen's Wages:**

General Manager Hompe opened discussion with the Labor Committee regarding the current status of WMU linemen's wages. Background history related to the linemen's wages was reviewed. An illustration depicting both the current and proposed wages was presented along with a summary of the process involved in reaching the presented recommendation (driven by the current wage market). Director of Operations Harren clarified the steps and licensing process related to the linemen positions. Hompe was requesting the Labor Committee to authorize opening discussions with the WMU linemen and their union reps (IBEW Local Union #160) in an effort to address this issue.

Following discussion, Commissioner Holtz offered a motion to authorize discussions with the WMU linemen and IBEW Local Union #160 toward the goal of reaching a Letter of Understanding/Agreement regarding the linemen's wages. Commissioner Gimse seconded the motion which carried by a vote of three ayes and zero nays.

➤ **WMU Personnel Policy Manual – Process to Revise:**

General Manager Hompe informed the Committee that the process to begin revising the current WMU Personnel Policy Manual has begun. The majority of modifications are due largely to updated laws & compliance requirements and the approved 2016-2017 IBEW Union Contract. Hompe noted that the current Personnel Policy Manual had received Commission approval in 2015. Director of Operations Harren briefly presented an outline of the proposed changes being addressed.

Further discussion of the topic will continue at a future date. No action was taken at this time.

➤ **Miscellaneous:**

General Manager Hompe updated the Labor Committee on the current and upcoming status of the WMU Staffing, Noted positions include:

1. Director of Finance: CDS is currently assisting in the vacancy; position is currently being advertised (position open until filled); job description has been updated to include additional HR experience. (DOF Tim Hunstad passed away on 01.15.16.)

2. Meter Dept.: Meter Reader to retire 3.31.16; anticipate additional retirement later in 2016 (senior employee). Due to automation of the meter reading system, positions may not require to be re-filled.
3. Power Plant: Coal Handler position has been filled (to begin 02.16.16); anticipate additional retirement later in 2016 (senior employee).

➤ **Adjournment:**

There being no further business to come before the WMU Labor Committee, Commissioner Gimse offered a motion to adjourn the meeting at 11:29 a.m. Commissioner Holtz seconded the motion which carried by a vote of three ayes and zero nays.