



WILLMAR MUNICIPAL UTILITIES COMMISSION
MEETING AGENDA
MONDAY, MARCH 23, 2020- 11:45 AM

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

The Chair and General Manager of Willmar Municipal Utility Commission, and our chief legal counsel, have determined, under Minn. Stat. § 13D.021, that in-person meetings of the municipal utilities commission are not practical or prudent due to the COVID-19 health pandemic and the peacetime emergency declared by Governor Walz pursuant to Minnesota Statutes, Chapter 12, and that our meetings, including this meeting, shall therefore be conducted by telephone or other electronic pursuant to Minn. Stat. § 13D.021, until such time as it is no longer impractical or imprudent for the this commission to resume in-person meetings.

	Start Time	Agenda Item	1 st	2 nd
1	11:45 am	Request changes or additions to presented agenda (MUC President Justin Mattern)		
2	11:47 am	Approve Consent Agenda including: (MUC Justin Mattern) ® <ul style="list-style-type: none"> - Minutes from March 9, 2020 MUC meeting; and, - Review & approve payment of bills (including wire transfers) in the amount of \$2,554,556.82. 		
3	11:50 am	2019 Audit Report & Financial Statements presentation by Justin McGraw, CPA of Conway, Deuth & Schmiesing, PLLP M <ul style="list-style-type: none"> - 2019 Management Letter - 2019 Audited Financial Statements 		
4	12:10 pm	Approve March 19th WMU Planning Committee Meeting Minutes (MUC Bruce DeBlieck, PC Chair) (see “March 19 2020 PC Mtg” on your iPad for additional information) M <ul style="list-style-type: none"> - Approve supporting the 75th Willmar Fest Anniversary in lieu of Open House M 		
5	12:20 pm	Bid Award: Power Plant Phase I & II Environmental Studies and Pre-Demolition Hazardous Materials Survey (Facilities & Maintenance Supervisor Kevin Marti) ®		
6	12:25 pm	Approve Generation Catastrophic Event Plan (Staff Electrical Engineer Jeron Smith) M		
7	12:40 pm	Transmission Investment Project: Approve Ownership, Design & Construction Agreement with GRE (Staff Electrical Engineer Jeron Smith) M		
8	12:55 pm	Bid Award: 2020 Underground Construction (Staff Electrical Engineer Jeron Smith) ®		
9	1:00 pm	Monthly Financial Reports (Director of Finance Denise Runge) <ul style="list-style-type: none"> - February 2020 Financials: <ul style="list-style-type: none"> o Electric o Water o Heating o All Divisions (total combined) o Graphs (YTD) - February 29, 2020 Investment Portfolio 		
10	1:05 pm	January 2020 Cost of Power Report (Director of Finance Denise Runge)		
11	1:10 pm	Monthly District Heating Update (General Manager John Harren)		
12	1:15 pm	General Manager’s Report (General Manager John Harren) <ul style="list-style-type: none"> - COVID-19 Update - MRES Cancellation of In-Person Meetings (COVID-19) - MMUA Legislative Conference – Cancelled (COVID-19) - TBD: WMU PC Meeting – Tentative agenda item(s) to include: <ul style="list-style-type: none"> o Water Treatment Plant, Power Plant Substation Control Building 		

13	1:20 pm	Adjournment		
		2020 Future Events/Dates to Note: <ul style="list-style-type: none"> - APPA National Conference – June 5-10 (Long Beach, CA) - Red Rock Hydroelectric Project Dedication Ceremony – Aug. 19 (near Pella, IA) 		
		WMU Strategic Initiatives w/Task Lists & Timelines (approved 2019) <ul style="list-style-type: none"> - Admin and Operations Buildings - Financial Position - Generation: Gas/Diesel and Power Plant - Generation: Renewable Energy - Substations/Transmission - Water Treatment Plant 		

[®] Resolution required ^M Motion requested Note: This meeting is audibly recorded.