



WILLMAR MUNICIPAL UTILITIES COMMISSION

MEETING AGENDA

MONDAY, JANUARY 11, 2021- 11:45 AM (via Zoom)

“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 December 28, 2020 MUC Meeting; and, - Review & approve payment of bills (including wire transfers) in the amount of \$258,790.19. 		
3	11:50 am	Set Regular MUC Meeting Schedule for 2021 (MUC President Justin Mattern) ^M		
4	11:55 am	2021 Annual Designation of Official Depository (US Bank & Heritage Bank) (Finance/Office Services Supervisor Andrea Prekker) ^M		
5	12:00 pm	Monthly Financial Reports (Finance/Office Services Supervisor Andrea Prekker) <ul style="list-style-type: none"> - November 2020 Financials: <ul style="list-style-type: none"> o Electric o Water o Heating o All Divisions (combined) o Graphs YTD - Investment Portfolio (Nov 30 2020) 		
6	12:05 pm	Bid Award: Furnishing of Materials for South Substation (DGR) (Staff Electrical Engineer Jeron Smith) ®		
7	12:10 pm	December 2020 Wind Turbine Report (Facilities & Maintenance Supv. Kevin Marti)		
8	12:15 pm	MRES Board Meeting Summary (Dec. 17, 2020) (General Manager John Harren)		
9	12:20 pm	Concur with Staff Recommendation for Non-Union Market Adjustments (Commissioner Nate Weber, LC Chair)		
10	12:25 pm	Educational Topic: 2020 Annual Department Updates <ul style="list-style-type: none"> - Energy Services/Marketing and Safety Report Review (Energy Safety Outreach Coordinator Chris Radel) - NERC Update (Engineering Tech III Dave Andrist) 		
11	12:30 pm	General Manager Harren’s Report <ul style="list-style-type: none"> - Work Session to immediately follow MUC mtg. to review annual MUC Self-Evaluation Survey results - Consideration to re-open Office Lobby (re COVID-19) - FYI: 2020 Holiday Gift Listing log (recd. from business associates) - TBD: WMU PC Meeting – Tentative agenda item(s) to include: <ul style="list-style-type: none"> o Operations Policies, and Power Plant Substation Control Building - TBD: WMU LC Meeting – Tentative agenda item(s) to include: <ul style="list-style-type: none"> o Pay equity, clothing policy (union), and employee survey (trending) 		

12	12:35 pm	Adjournment		
		Future Events/Dates to Note: <ul style="list-style-type: none"> - Joint MUC/City/Wenck Work Session (mid/late January, exact date TBD) - 2021 APPA Legislative Rally (virtual event) – March 1 & 2 		
		WMU Strategic Initiatives w/Task Lists & Timelines <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 Ⓜ Motion requested Note: This meeting is audibly recorded.