

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
JUNE 11, 2018

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, June 11, 2018 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Carol Laumer, Justin Mattern, Abdirizak Mahboub, Nathan Weber, Bruce DeBlieck, Ross Magnuson and Brendan MacDonald.

Others present at the meeting were: General Manager John Harren, Director of Finance Denise Runge, Customer Service Supervisor Stacy Stien, Supervisor of Facilities/Purchasing Kevin Marti, Interim Power Plant Supervisor Brian Hoover, Water & Heating Supervisor Joel Braegelman, Compliance Officer/HR Administrator Janell Johnson, Administrative Secretary Beth Mattheisen, City Councilman Shawn Mueske, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist Shelby Lindrud.

Commission President Laumer opened the meeting by asking if any revisions were needed to the presented agenda. There being none, Commissioner Laumer continued by requesting a resolution to approve the Consent Agenda. Commissioner Laumer offered a resolution to approve the Consent Agenda as presented. Commissioner DeBlieck seconded.

RESOLUTION NO. 31

“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 May 25, 2018 Commission meeting; and,
- ❖ Bills represented by vouchers No. 180840 to No. 180933 and associated wire transfers inclusive in the amount of \$759,407.00.

Dated this 11th day of June, 2018.

President

Attest:

Secretary

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

Supervisor of Facilities/Purchasing Marti along with Interim Power Plant Supervisor Hoover presented the Commission with the 2018 Power Production Update/Overhaul Report. Points of interest and discussion included the Power Plant data (i.e. production, fuel, maintenance), diesel generators, wind turbines, capital projects, and staffing.

In an effort to keep the City Council and civic leaders up-to-date on issues related to the Willmar Municipal Utilities, Commissioner Laumer has proposed the creation of an informative newsletter-style document which can be shared with others. Commissioner Laumer and Utility Staff have

created a draft document which touches on current and future areas of interest including: 1) WMU project updates; and, 2) federal & general legislative topics/issues which effect the Utility. Following a review of the draft document, it was the consensus of the Commission to move forward with the finalization of the document to be shared with members of the City Council as a means of transparency to keep the City well-informed of the projects and issues affecting Willmar and the Municipal Utilities. Once the document has been completed, the Utility will contact members of both the Commission and City Council to schedule meetings to review the informational data.

General Manager Harren informed the Commission that the annual tour of WMU Facilities has been scheduled for Monday, August 27th. (This tour is generally scheduled in conjunction with the regular MUC meeting.) Commissioners were requested to provide input regarding the time schedule to conduct both the MUC meeting and facilities tour. The Commissioners were asked to consider the following two options: 1) begin the tour @ 3:00 p.m. with the MUC meeting to follow @ 5:00 p.m.; or, 2) conduct the MUC meeting at its regular time of 11:45 a.m. with the tour to immediately follow. (A scheduling request will be sent to all Commissioners requesting input.)

General Manager Harren informed the Commission that a meeting of the WMU Labor Committee has been scheduled for Monday, June 18th beginning at 12:00 p.m. Agenda items will include: MUC Self-Evaluations; General Manager's mid-year review; and, Director of Operations position.

General Manager Harren further stated that a WMU Planning Committee will be forthcoming. Agenda items will include: new generation; consideration to reallocate funds (diesel generators to GIS); and, Customer Appreciation Open House (2019).

For information: 2018 Upcoming meetings/events to note include:

- Employees/MUC Recognition & Safety Luncheon – June 19th @ 12:00 p.m. (Service Center)
- Retirement gathering for Bill Hawkinson, Construction Engineer, June 29th from 2:00-4:00 pm (WMU Auditorium)
- APPA National Conference – June 15-20 (New Orleans, LA)
- Customer Appreciation Open House – Thursday, August 2nd (Civic Center)
- MMUA Summer Conference – August 20-22 (Alexandria)

There being no further business to come before the Commission, Commissioner Laumer declared the meeting adjourned at 12:16 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Abdirizak Mahboub, Secretary