

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
AUGUST 13, 2018

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, August 13, 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 DeBlicek, Ross Magnuson and Brendan MacDonald.

Others present at the meeting were: General Manager John Harren, Director of Finance Denise Runge, Power Supply Manager Chris Carlson, Customer Service Supervisor Stacy Stien, Staff Electrical Engineer Jeron Smith, Energy Services/Marketing Rep Mary Kosbab, Administrative Secretary Beth Mattheisen, City Councilmember Shawn Mueske, and City Attorney Robert Scott (via teleconference).

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 Mahboub offered a resolution to approve the Consent Agenda as presented. Commissioner DeBlicek seconded.

RESOLUTION NO. 38

“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 July 23, 2018 Commission meeting; and,
- ❖ Bills represented by vouchers No. 181226 to No. 181349 and associated wire transfers inclusive in the amount of \$1,090,053.47.

Dated this 13th day of August, 2018.

President

Attest:

Secretary

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

Commissioner Weber (LC Chair) reviewed with the Commission the minutes from the August 7th WMU Labor Committee meeting (see attached). The main topic of discussion focused on a mediation update regarding a former employee whose employment with the Utility was recently terminated. Following discussion, Commissioner Weber offered a motion to approve the minutes of the August 7th WMU Labor Committee meeting as presented. Commissioner Magnuson seconded the motion which carried by a vote of seven ayes and zero nays.

Staff Electrical Engineer Smith reviewed with the Commission the bid results and award recommendation for the furnishing of control panels for the Priam Substation Project. The sole bid received for the project was submitted by Electrical Power Products, Inc. (EP2) of Des Moines,

Iowa, in the amount of \$359,423.00. It was the recommendation of DGR Engineering (project consultant) and Staff to award the bid to EP2 for the furnishing of control panels for the Priam Substation. Following review and discussion, Commissioner Laumer offered a resolution to award the bid for the Priam Substation control panels to EP2 for their bid of \$359,423.00. Commissioner MacDonald seconded.

RESOLUTION NO. 39

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the contract bid for the furnishing of control panels for the Priam Substation Project be awarded to Electrical Power Products, Inc., of Des Moines, Iowa, in the amount of \$359,423.00.”

Dated this 13th day of August, 2018.

President

Attest:

Secretary

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

Staff Electrical Engineer Smith provided the Commission with a status update of the Priam Substation Project which is on schedule with an anticipated in-service completion date of May 2019. Smith noted that the bidding process has been completed and on budget (\$4.98 million) for all the material and construction to complete the transmission expansion project including relay panel upgrades on the Priam Substation 69KV lines at both the Southwest and Willmar Substations. These upgrades would allow for a possible future transmission line expansion (115 KV). Construction is scheduled to begin this fall.

As a new member of Missouri River Energy Services (MRES), a number of items were reviewed relating to the Utility's affiliation with the energy organization. Commissioner Laumer displayed a MRES membership plaque that the Utility had been presented with at the 2018 MRES Annual Meeting. General Manager Harren followed by informing the Commissioners of the upcoming MRES Municipal Power Leadership Academy (Sept. 19-20 in Sioux Falls). Commissions were encouraged to attend this event which will provide the opportunity to learn about governance practices for policy makers, utility management and the relationship between its members and MRES. The event would be extremely beneficial to all new members in providing an overview of the services and programs that are available to all MRES members.

At this time, Electric Services/Market Rep Kosbab presented the Commission with an informative video created by MRES, WMU and the Kandiyohi Economic Development Commission (EDC) highlighting the advantages of public power for our community. MRES provides a number of energy services/programs along with informational data (brochures/pamphlets, etc.) that will be distributed to our customers to assist in meeting their energy needs.

Energy Services/Marketing Rep Kosbab presented a recap of the recent Customer Appreciation Open House held on August 2nd at the Willmar Civic Center. Once again, the Open House was a huge success with over 1,000 Utility customers attending. On behalf of the Commission, Commissioner Laumer expressed her appreciation to Staff and fellow Commissioners for their time and effort involved in hosting the successful Open House. To commemorate the event, drawings for nine \$50

Utility bill credits along and a set of personalized WMU bean bag boards were held. The recipients of the \$50 credits were: Maria Gamez, Linda Shimmel, Connie Wallace, Mardell Larson, Myrna Loso, Myron Hanson, Andrew Clancy, Kirk VanderPol, and Rod Believean. Dean Boike was the winner of the WMU bean bag boards. Congratulations to all!

Staff Electrical Engineer Smith reviewed with the Commission the July 2018 Wind Turbine Report. Smith noted that turbine availabilities for the month of July were at 95.2% (Unit #3) and 98.2% (Unit #4) with a monthly total production of 330,556 KWH.

Commissioner Laumer presented the Commission with a recap of her recent attendance at the APPA Policy Makers Council Meetings held in Washington, DC. The top public power legislative priority topics (6) included: electric system investments; protecting federal ownership of the PMAs and TVA; wholesale electric markets; grid security; pole attachments; and, environmental regulations. Laumer expressed her appreciation to the Commission for the opportunity to attend and participate as a member of the APPA Policy Makers Council.

General Manager Harren informed the Commission that a meeting of the WMU Planning Committee has been scheduled for Thursday, August 23rd beginning at 12:00 p.m. The main topic of discussion will focus on the 2019 WMU Budget. If required, a second meeting of the Planning Committee will be scheduled to continue discussions relating to the Budget (possible dates include: Aug. 29th, Sept. 4th or Sept. 5th).

General Manager Harren stated that an additional WMU Planning Committee would be forthcoming. Agenda items for this meeting are scheduled to include: new generation; consideration to reallocate funds (diesel generators to GIS); Customer Appreciation Open House (2019); and, MRES School Education Program.

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

- MMUA Summer Conference – August 20-22 (Alexandria)
- Annual MUC Mtg. - Facilities Tour – August 27 @ 3:00 p.m.
- MRES Leadership Academy – Sept. 19-20 (Sioux Falls, SD)

There being no further business to come before the Commission, Commissioner Laumer declared the meeting adjourned at 12:25 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Abdirizak Mahboub, Secretary



**WILLMAR MUNICIPAL UTILITIES
MUC Labor Committee Meeting Minutes
Monday, August 7, 2018
12:00 p.m.**

Attendees: Commissioners Nathan Weber & Ross Magnuson, General Manager John Harren, Director of Finance Denise Runge, Compliance Officer/Human Resources Manager Janell Johnson and Administrative Secretary Beth Mattheisen.

Commissioner Weber called the meeting to order at 12:04 p.m.

AGENDA ITEMS:

1) Jon Folkedahl mediation update:

General Manager Harren and Compliance Officer/Human Resources Manager Johnson provided an overview of background information related to former employee Jon Folkedahl's request for additional PDO compensation following his termination of employment with the Utility. Staff presented the Committee with data and supporting documentation related to the subject.

It was noted that a deposition session between the Utility and Mr. Folkedahl was held on July 25th, and a mediation session between the two parties is scheduled for Friday, August 10th.

Following review and discussion, the Labor Committee provided insight and direction to Staff related to the upcoming August 10th session.

Depending on the outcome of the mediation session, the Commission may be presented an update of any new developments pertaining to the mediation at the August 13th MUC meeting.

2) Miscellaneous:

General Manager Harren informed the Labor Committee that the Utility is moving forward with addressing office staffing needs. Staff is currently working with Labor Attorney Frank Madden's office to address statutory guidelines relating to options for consideration.

3) Adjournment:

There being no further business to come before the WMU Labor Committee, Commissioner Weber offered a motion to adjourn. Commissioner Magnuson seconded the motion which carried, and the meeting was adjourned by a vote of two ayes and zero nays at 12:53 p.m.