

**WILLMAR MUNICIPAL UTILITIES MINUTES**  
**MUNICIPAL UTILITIES AUDITORIUM**  
**OCTOBER 14, 2019**

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, October 14, 2019 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, Facilities & Maintenance Supervisor Kevin Marti, Energy Services/Marketing Rep Michelle Marotzke, Administrative Secretary Beth Mattheisen, Project Assistant Kim Wesbur, City Attorney Robert Scott (via teleconference), and City Councilman Shawn Mueske.

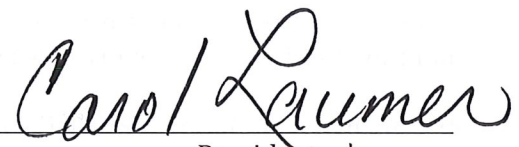
Commission President Laumer opened the meeting by asking if any revisions were needed to the presented agenda. There being none, Commissioner Laumer continued by requesting a resolution to approve the Consent Agenda. Commissioner Mahboub offered a resolution to approve the Consent Agenda as presented.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

**RESOLUTION NO. 39**

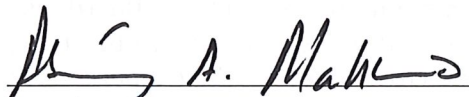
"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Consent Agenda be approved as presented which includes:

- ❖ Minutes from the September 23, 2019 Commission meeting; and,
- ❖ Bills represented by vouchers No. 191509 to No. 191623 and associated wire transfers inclusive in the amount of \$599,599.23.

Dated this 14<sup>th</sup> day of October, 2019.

  
\_\_\_\_\_  
President

Attest:

  
\_\_\_\_\_  
Secretary


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

Director of Finance Runge reviewed with the Commission the proposal submitted by Conway, Deuth & Schmiesing, PLLP (CDS) to provide audit services for the 2019-2021 WMU financial audits. Six vendors had been solicited to provide proposals for the audit services. Five of the six audit firms either declined for specific reasons or did not respond to the request. CDS has provided audit services to the WMU for a number of years with their quality, professional services. Therefore it is the recommendation of Staff to award the proposal to CDS to provide the services for the three-year contract beginning with the 2019 Financial Audit. Following discussion, Commissioner Laumer offered a resolution to approve the proposal submitted by Conway, Deuth & Schmiesing, PLLP, to conduct the 2019-2021 financial audits of the Willmar Municipal Utilities. Commissioner Mattern seconded.

## RESOLUTION NO. 40

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the proposed three-year agreement with Conway, Deuth & Schmiesing, PLLP, to conduct the WMU audit services in the amounts of \$18,000 for the year 2019, \$18,200 for the year 2020, and \$18,400 for the year 2021 be approved."

Dated this 14<sup>th</sup> day of October, 2019.

  
President

Attest:

  
Secretary

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

Facilities & Maintenance Supervisor Marti presented the Commission with the September 2019 Wind Turbine Report. Turbine availabilities for the month of September were at 97.5 % (Unit #3) and 99.8% (Unit #4) with a monthly total production of 426,860 kWh. Marti informed the Commission that the recent blade repairs on WT #4 were more extensive than originally anticipated due to a number of factors including standby charges (highly dependent on weather). A summary of the process was discussed. Due to the time of year, repairs to Unit #3 will be completed in 2020. Staff has contacted additional vendors to conduct the blade repair on WT #3 which will be readdressed in 2020. Additional discussion was held regarding the availability factor as it relates to the wind turbines. In the future, the availability measurement will be reformulated to provide a more accurate assessment of the wind turbines. This will be included in future monthly Wind Turbine Reports presented to the Commission.

As a member of Missouri River Energy Services (MRES), the Utility is provided a monthly update from the MRES and Western Minnesota Municipal Power Agency (WMMPA) Board of Directors meeting. The update provides a brief overview of the topics discussed by the Boards and the actions taken. General Manager Harren informed the Commission that the MRES Board has established their rates for 2020 with no increase to its power supply & energy charges. At this time, the August/September 2019 MRES and WMMPA Board of Directors Meeting video update was presented.

General Manager Harren and Director of Finance Runge attended the City Finance Committee Meeting on October 10<sup>th</sup> to present the approved resolution and proposed rate ordinance for Utility water rate adjustments beginning January 1, 2020. The City will continue the ordinance process by conducting a Public Hearing on November 4<sup>th</sup>.

General Manager Harren informed the Commission that a meeting of the WMU Planning Committee will be held tomorrow (Tues., October 15<sup>th</sup>) beginning at 11:00 a.m. Agenda item(s) for discussion will include: Power Plant (value); review disconnection policies & procedures; and, transmission investment options.

For information: Upcoming meetings/events to note include:

- WMU Planning Committee Mtg., Tues., October 15<sup>th</sup> (11:00 am)
- MRES Area Meeting at Alexandria Holiday Inn – Thurs., October 24<sup>th</sup> (9:00 am-1:30 pm)
- Joe Schmit's "IMPACT Leadership Workshop" – Friday, December 13<sup>th</sup> (7:30 am-12:00 pm)

There being no further business to come before the Commission, Commissioner Laumer declared the meeting of the Willmar Municipal Utilities Commission officially adjourned at 12:14 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES



Beth Mattheisen  
Administrative Secretary

ATTEST:

  
Abdirizak Mahboub, Secretary

