

WILLMAR MUNICIPAL UTILITIES COMMISSION
MEETING MINUTES OF MARCH 9, 2020

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, March 9, 2020 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Justin Mattern, Carol Laumer, Nathan Weber, Ross Magnuson, Bruce DeBlieck and Cole Erickson. Absent was Commissioner Abdirizak Mahboub.

Others present at the meeting were: General Manager John Harren, Director of Finance Denise Runge, IS Coordinator Mike Sangren, Facilities & Maintenance Supervisor Kevin Marti, Administrative Secretary Beth Mattheisen, and City Attorney Robert Scott (via teleconference).

Due to the absence of Secretary Mahboub, Commissioner Mattern (President) opened the meeting by appointing Commissioner DeBlieck to serve as Acting Secretary. Following the appointment, Commissioner Mattern continued by asking if any revisions were needed to the agenda presented. Commissioner DeBlieck requested a miscellaneous item be added to the agenda. Therefore, Commissioner Mattern stated that an additional item would be included near the end of the meeting. There being no further revisions, Commissioner Mattern requested a resolution to approve the Consent Agenda. Following review and discussion, Commissioner Laumer offered a resolution to approve the Consent Agenda as presented. Commissioner Magnuson seconded.

RESOLUTION NO. 6

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

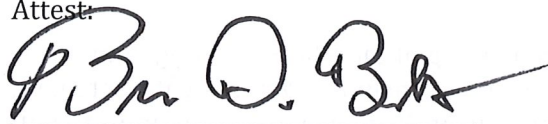
- ❖ Minutes from the February 21, 2020 Commission meeting; and,
- ❖ Bills represented by vouchers No. 20200308 to No. 20200373 and associated wire transfers inclusive in the amount of \$326,535.49.

Dated this 9th day of March, 2020.



President

Attest:



Acting Secretary

Acting Secretary

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

Commissioner Weber (LC Chair) reviewed with the Commission the minutes from the March 3rd WMU Labor Committee Meeting (see attached). The main topics of discussion focused on: 1) Union grievance/lawsuit; and, 2) MUC Self-Evaluation Survey (establish schedule). Following review of the meeting minutes, Commissioner Weber offered a motion to approve the minutes as presented. Commissioner DeBlieck seconded the motion which carried by a vote of six ayes and zero nays

In conjunction with annual business matters, Director of Finance Runge requested the Commission to approve the additions of Heritage Bank, Bremer Bank, and RBC as official depositories for WMU for 2020 (US Bank was previously approved on January 13th). Following discussion, Commissioner Mattern offered a motion to approve Heritage Bank, Bremer Bank, and RBC as official depositories

for the Willmar Municipal Utilities for 2020. Commissioner DeBlieck seconded the motion which carried by a vote of six ayes and zero nays.

IS Coordinator Sangren provided the Commission with a recap of the 2019 Penetration Test which was conducted by White Oak Security (WOS) between October 28th and November 1st. This testing is used to identify any potential weaknesses in an organization's network security and to develop the most effective manner of remediation. Sangren provided summaries of both the external and internal findings of the testing performed on the Utility's system. It was noted that after remediation was completed, WOS retested all findings on January 17, 2020. Staff was pleased with the testing performance of WOS and have addressed the specified areas of concern.

Facilities & Maintenance Supervisor Marti presented the Commission with the February 2020 Wind Turbine Report. Turbine availabilities for the month of February were at 99.6% (Unit #3) and 95.9% (Unit #4) with a monthly total production of 590,960 kWh. Marti informed the Commission that an oil flow issue had been repaired by WMU Staff, and the turbines were running well.

Commissioners Laumer & DeBlieck and General Manager Harren provided the Commission with a recap of their recent attendance at the 2020 APPA Legislative Rally held in Washington, DC. They all reiterated the value and importance of attending these national (and state-sponsored) events which offer the opportunity to exchange ideas and express concerns related to various issues facing Willmar and the utility industry. Among the key issues focused on were: 1) responding to climate change; 2) modernizing tax-exempt financing; 3) protecting federal power programs; 4) broadband pole attachments; 5) clean & renewable energy incentives; 6) grid security; and, 7) protecting the interests of WAPA customers. Commissioner Laumer also attended a meeting of the APPA Policy Makers Council which she serves on. Laumer, DeBlieck and Harren concluded by expressing their appreciation to the Commission for allowing them the opportunity to attend the informative event and encouraged others to attend in the future.

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. At this time, the February 2020 MRES and WMMPA Board of Directors meeting video update was presented.

General Manager Harren informed the Commission that a meeting of the WMU Planning Committee would be forthcoming (TBD). Tentative item(s) for discussion will include: Water Treatment Plant; Power Plant environmental studies (RFP); Catastrophic Event Plan; transmission investment; Power Plant Substation Control Building; and, new building site criteria.

Commissioner DeBlieck informed Staff members that Commissioners have been contacted by a number of WMU customers questioning the sewer meter fees. DeBlieck requested clarification on the sewer charges contained on the monthly utility bills. General Manager Harren provided background of the charges which are actually City sewer charges that are collected by WMU as a line item on the monthly billing. These fixed costs are set by the City. Therefore, any revisions to the current practice would require City Charter modification. Harren will contact City reps to address the need for a potential change to provide clarity and transparency to the questions posed by Utility customers regarding sewer charges.

For information: 2020 Upcoming meetings/events to note include:

- MMUA Legislative Conference: March 31-April 1 (St. Paul) (Laumer/DeBlieck/Harren)
- APPA National Conference: June 5-10 (Long Beach, CA)
- Red Rock Hydroelectric Project Dedication Ceremony: Aug. 19 (near Pella, IA)

There being no further business to come before the Commission, Commissioner Mattern offered a motion to adjourn the meeting. Commissioner DeBlieck seconded the motion which carried by a vote of six ayes and zero nays, and the meeting was adjourned at 12:19 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES


Beth Mattheisen
Administrative Secretary

ATTEST:


Bruce DeBlieck, Acting Secretary

