

**WILLMAR MUNICIPAL UTILITIES COMMISSION**

**MEETING MINUTES - JULY 26, 2021**

**11:45 AM - WMU AUDITORIUM**

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, July 26, 2021, at 11:45 a.m. in the WMU Auditorium with the following Commissioners present: Nathan Weber, Abdirizak Mahboub, Bruce DeBlieck, Cole Erickson, and Kerry Johnson. Absent were Commissioners Justin Mattern and Shawn Mueske.

Others present at the meeting were: General Manager John Harren, Compliance/HR Manager Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, IS Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, Staff Electrical Engineer Jeron Smith, Facilities & Maintenance Supervisor Kevin Marti, and City Attorney Robert Scott.

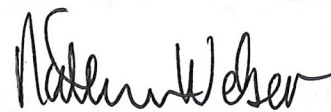
The meeting was opened by reciting the Pledge of Allegiance. Due to the absence of Commission President Mattern, Commission Vice President Weber presided over the meeting and announced that the vacancy on the Commission has been filled. On July 19<sup>th</sup>, Shawn Mueske was appointed by the Mayor and City Council to serve as Commissioner. Mueske will bring a considerable amount of knowledge to his role as Commissioner since he previously served as City Council Liaison to the Commission for 5 years. Commissioner Weber continued by asking if any revisions were needed to the presented agenda. There being none, a resolution to approve the consent agenda was requested. Following review and discussion, Commissioner Mahboub offered a resolution to approve the consent agenda as presented. Commissioner DeBlieck seconded.

**RESOLUTION NO. 40**

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

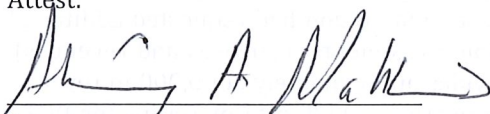
- ❖ Minutes from the July 12, 2021, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20210866 to No. 20210908 and associated wire transfers inclusive in the amount of \$3,028,248.55.

Dated this 26<sup>th</sup> day of July 2021.



Vice President

Attest:



Secretary

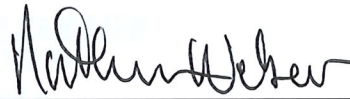
The foregoing resolution was adopted by a vote of five ayes and zero nays,

Staff Electrical Engineer Smith presented the Commission with recommendations for consideration for two bid awards for substation-related projects. DGR Engineering received and reviewed the bids for accuracy and compliance and has made the following recommendations. The first contract for consideration was for the Priam Substation Modifications. Four bids were received with the low qualifying bid being submitted by Harold K. Scholz Company with a base bid of \$314,690 plus optional units of \$33,000. Following review, Commissioner Mahboub offered a resolution to approve the contract for the Priam Substation Modifications to Harold K. Scholz Co., for the total bid amount of \$347,690. Commissioner Johnson seconded.

**RESOLUTION NO. 41**

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the contract for the Priam Substation Modifications be awarded to Harold K. Scholz, Co., of Ralston, Nebraska, for the total bid amount of \$347,690 (base bid of \$314,690 + optional units \$33,000)."

Dated this 26<sup>th</sup> day of July 2021.



Vice President

Attest:



Secretary

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

The second bid award recommendation for consideration was for the Furnishing of 69kV SF6 Circuit Breakers for the Power Plant Substation Project. Four bids were received with the low qualifying bid being submitted by Siemens Energy, Inc., for their base bid of \$78,920 plus \$1,550 in spare parts. Following review, Commissioner Mahboub offered a resolution to approve the contract for the Furnishing of 69kV SF6 Circuit Breakers to Siemens Energy, Inc., for the total bid amount of \$80,470. Commissioner DeBlieck seconded.

#### RESOLUTION NO. 42

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the contract for the Furnishing of 69kV SF6 Circuit Breakers plus spare parts be awarded to Siemens Energy, Inc., of Richland, Mississippi, for the total bid amount of \$80,470.”

Dated this 26<sup>th</sup> day of July 2021.



Vice President

Attest:



Secretary

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

Staff Electrical Engineer Smith provided the Commission with an update to the 2021 Transmission Investment Report presented during the July 12<sup>th</sup> MUC meeting. The Commission had requested additional data regarding the actual costs associated with WMU's transmission investments (expenses and revenues). To summarize, a \$5 million transmission investment generally provides approximately \$600,000 in revenue returns per year. The financial impact of this revenue results in nearly an 11% rate or return for WMU customers.

Commissioner Weber stated that due to the recent departure of Commission Treasurer Ross Magnuson, this open position needed to be filled. Based on seniority, Commissioner Weber offered a motion to appoint Commissioner DeBlieck to serve as Treasurer for the remainder of 2021. Commissioner Mahboub seconded the motion which carried by a vote of five ayes and zero nays.

Commissioner Weber continued by requesting input from the Commission on Committee appointments (Labor and Planning Committees). Currently the Labor Committee consists of Commissioners Weber, Mahboub and Erickson. The Planning Committee currently consists of Commissioners DeBlieck and Johnson, with one vacancy. Following discussion, Commissioner Mahboub offered a motion to have both Committees remain as is with the inclusion of Commissioner Mueske to serve on the Planning Committee. Commissioner DeBlieck seconded the motion which carried by a vote of five ayes and zero nays.

Commissioner DeBlieck informed the Commission that the MMUA Board of Directors had recently conducted interviews for the CEO position at MMUA. This opening was due to the impending retirement of current CEO

Jack Kegel. A candidate has been selected by the Board with an official announcement to be made at the upcoming MMUA Summer Conference to be held August 16-18 near Brainerd.

General Manager Harren noted that WMU Committee meetings will be forthcoming. Tentative agenda items for the Labor Committee will include General Manager pay equity/compensation, Emergency Succession Plan, and clothing policy. Tentative agenda items for discussion by the Planning Committee will include review of the proposed 2022 WMU Budget, water billing policy and NISC software.

For information: Upcoming meetings/events to note include:

- MRES Red Rock Hydroelectric Project Tour (July 29/or August 5 @ Pella, Iowa)
- MMUA Summer Conference (August 16-18 @ Cragun's Resort, Brainerd)

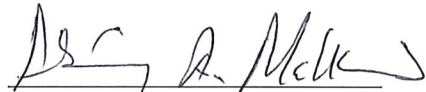
There being no further business to come before the Commission, Commissioner Weber offered a motion to adjourn. Commissioner Mahboub seconded the motion which carried by a vote of five ayes and zero nays, and the meeting was adjourned at 12:07 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

  
Beth Mattheisen  
Executive Secretary

ATTEST:

  
Abdirizak Mahboub, Secretary

