

WILLMAR MUNICIPAL UTILITIES COMMISSION
MEETING MINUTES – AUGUST 9, 2021
11:45 AM – WMU AUDITORIUM

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, August 9, 2021, at 11:45 a.m. in the WMU Auditorium with the following Commissioners present: Justin Mattern, Nathan Weber, Abdirizak Mahboub, Bruce DeBlieck, Cole Erickson, and Shawn Mueske. Absent was Commissioner Kerry Johnson.

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, Facilities & Maintenance Supervisor Kevin Marti, Water System Supervisor Alan Neer, Energy/Safety Outreach Coordinator Chris Radel, City Councilman Michael O'Brien, City Attorney Robert Scott, City Administrator Leslie Valiant, and WC Tribune Journalist Shelby Lindrud.

Commissioner Mattern (President) opened the meeting by introducing newly appointed Commissioner Shawn Mueske and City Administrator Leslie Valiant. Mueske provided a brief background summary of himself to the Commission. He is a Biology Instructor at Ridgewater College (nearly 30 yrs.) and a former member of the City Council. While on the Council, Mueske served as Liaison to the WMU Commission for 5 years. Through the years, Mueske has acquired a vast amount of knowledge relating to the Utility. He expressed his enthusiasm for his appointment and looks forward to a bright future serving as Commissioner.

Following the introductions, the meeting continued by reciting the Pledge of Allegiance followed by Commissioner Mattern (President) asking if any revisions were needed to the agenda presented. 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 Weber seconded.


RESOLUTION NO. 43

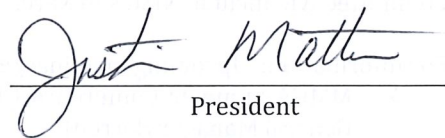
“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the consent agenda be approved as presented which includes:

- ❖ Minutes from the July 26, 2021, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20210909 to No. 20210963 and associated wire transfers inclusive in the amount of \$211,748.96.

Dated this 9th day of August 2021.

Attest:


Secretary


President

The foregoing resolution was adopted by a vote of five ayes, zero nays, and one abstention (Commissioner DeBlieck).

Finance & Office Services Supervisor Prekker presented the Commission with the June 2021 Financial Reports along with a recap of the June 30, 2021 Investment Portfolio. The data presented included analyses of the Electric, Water, and Combined Divisions. Information contained in the reports reflect operating revenues & expenses, operating income, and retained earnings. Graphs depicting the 2020/2021 monthly year-to-date revenues, expenses, and retained earnings were also included with the financial data.

Facilities & Maintenance Supervisor Marti presented the Commission with the July 2021 Wind Turbine Report. Turbine availabilities for the month of July were at 70.7% (Unit #3) and 84.3% (Unit #4) with a total monthly production of 156,572 kilowatt hours. A decrease in the availability was noted due to a grid

protection fault. Diagnostic testing is being conducted as WMU Technicians continue to monitor the data toward resolving the issue.

Due to the ongoing heat and lack of precipitation being experienced this year, Water System Supervisor Neer and Energy/Safety Outreach Coordinator Radel presented an overview of the current drought conditions (currently classified by Minnesota DNR as "Severe" level) along with steps being taken to minimize the impact on Willmar's water system. Beginning on June 11th, WMU implemented mandatory water restrictions. The proactive conservation measures have resulted in a positive effect on Willmar's water usage and will remain in place based on current conditions. Additional drought planning procedures are being explored. Staff have met with WMU's top water consumers to discuss conversation techniques and explore options to assist in reducing their consumption. Staff will continue to monitor data and drought-related conditions as warranted.

The annual WMU Facilities Tour will be held in conjunction with the August 23rd MUC Meeting. The duration of the tour is estimated at 90 minutes. General Manager Harren requested input from the Commission to determine if a time adjustment was needed to conduct the meeting and tour. Following discussion, it was the consensus of the Commission to begin the August 23rd MUC Meeting as normal at 11:45 am with the tour to be conducted at approximately 12:00 pm. As in the past, the City Council, Mayor and City Administrator will also be invited to attend the informational tour.

As a member of Missouri River Energy Services (MRES), the Utility is provided a monthly update of the MRES and Western Minnesota Municipal Power Agency (WMMPA) Boards of Directors meeting. The update provides a brief overview of the topics discussed by the Boards and the actions taken. At this time, a video summary from the July 2021 MRES and WMMPA Boards of Directors meeting was presented.

Commissioner DeBlieck recapped for the Commission his recent tour of the of the Red Rock Hydroelectric Project (RRHP) located near Pella, Iowa. Onset of the project began in 2014 with crews retrofitting an existing dam to generate renewable, clean power. RRHP went online and became optional in 2020. DeBlieck noted that currently the water levels are very low (drought) effecting the production at the plant. The new energy resource marks another step in creating a cleaner energy future for Missouri River Energy Services members.

General Manager Harren informed the Commission that a meeting of the WMU Planning Committee will be held on August 24th beginning at 12:00 pm. Agenda items will include review of the proposed 2022 WMU Budget and water/electric billing policy changes. Additional 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 item for discussion by the Planning Committee will include NISC software.

For information: Upcoming meetings/events to note include:

- MMUA Summer Conference (August 16-18 @ Cragun's) (attending: MUC DeBlieck & Johnson and General Manager Harren)

There being no further business to come before the Commission, Commissioner Mattern offered a motion to adjourn. Commissioner Mahboub seconded the motion which carried by a vote of six ayes and zero nays, and the meeting was adjourned at 12:21 pm.

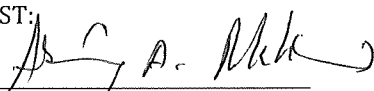
Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES



Beth Mattheisen
Executive Secretary

ATTEST:


Abdirizak Mahboub, Secretary