

WILLMAR MUNICIPAL UTILITIES COMMISSION
MEETING MINUTES - OCTOBER 25, 2021
11:45 AM - WMU AUDITORIUM

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, October 25, 2021, at 11:45 a.m. in the WMU Auditorium with the following Commissioners present: Justin Mattern, Bruce DeBlieck, Kerry Johnson, and Shawn Mueske. Absent were Commissioners Abdirizak Mahboub and Cole Erickson.

Others present at the meeting were: General Manager John Harren, Director of Administration 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, Energy/Safety Outreach Coordinator Chris Radel, City Attorney Robert Scott, and City Councilman Michael O'Brien.

Due to the absence of Commission Secretary Mahboub, Commission President Mattern opening the meeting by appointing Commissioner Johnson to serve as Acting Secretary. Following the appointment, reciting of the Pledge of Allegiance was conducted. Mattern proceeded to inquire 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 DeBlieck offered a resolution to approve the consent agenda as presented. Commissioner Mueske seconded.

RESOLUTION NO. 55

"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 October 11, 2021, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20211294 to No. 20211375 and associated wire transfers inclusive in the amount of \$2,388,468.60.

Dated this 25th day of October 2021.



President

Attest:



Acting Secretary

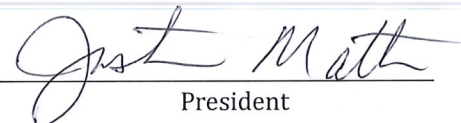
The foregoing resolution was adopted by a vote of four ayes and zero nays.


Staff Electrical Engineer Smith reviewed with the Commission a Statement of Work with Great River Energy (GRE) for the Priam Substation Commissioning. As a component of the Willmar Substation expansion, WMU will be adding three breakers and associated equipment to the Priam Substation. The transmission services to be provided by GRE would be included under the *Restated Operation and Maintenance Agreement* between GRE and WMU (dated June 28, 2011). This transmission expansion project will allow for additional growth in the area. GRE proposes to complete the scope of work for an estimated total of \$94,289. WMU will pay all costs, including labor, material, contractor/consultant, interest and miscellaneous expenses. Smith noted that he will oversee all monthly invoices submitted by GRE for their services and charges. City Attorney Scott had reviewed the document and offered some additional suggestions regarding terms and clarifications for consideration. Following review and discussion, Commissioner DeBlieck offered a resolution to approve the Statement of Work for the Priam Sub Commissioning with GRE contingent upon negotiated terms and conditions. Commissioner Johnson seconded.

RESOLUTION NO. 56

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Statement of Work between Great River Energy and Willmar Municipal Utilities for the Priam Substation Commissioning be approved in the estimated amount of \$94,289 contingent upon agreeable terms and conditions by the two entities.”

Dated this 25th day of October 2021.


President

Attest:

Acting Secretary

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

Staff Electrical Engineer Smith informed the Commission of the need to address an issue experienced this past summer at the Priam Substation. It was determined that due to the extreme weather conditions (heat), the capacitor bank tripped offline periodically. Smith explained that this was caused by the voltage differential as related to unequal solar heating. Based on past issues and data compiled during these episodes, it was the recommendation of engineers from WMU, GRE and Eaton to reconfigure the capacitor bank from a single wye to a double wye design. This would alleviate the situation in the future. GRE’s estimate to complete the reconfiguration is \$45,626 with the project completion to be prior to the summer of 2022.

RESOLUTION NO. 57

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Great River Energy Professional Service Authorization to reconfigure the Priam Substation Capacitor Bank be approved for the total estimated cost of \$45,626.”

Dated this 25th day of October 2021.


President

Attest:

Acting Secretary

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

Energy/Safety Outreach Coordinator Radel reviewed with the Commission the WMU Cost of Power Report for August 2021. This report is illustrated using a rolling year-to-date format and provides the overall cost of power for the year (.064 per kWh twelve-month rolling average). Additional data reflecting the month-to-date cost (.080 per kWh) was also presented for review.

Facilities & Maintenance Supervisor Marti presented the Commission with the September 2021 Wind Turbine Report. Turbine availabilities for the month of September were at 68.3% (Unit #3) and 90.6% (Unit #4) with a total monthly production of 444,730 kilowatt hours. Marti noted that a gearbox speed sensor fault on Unit #3 is currently being addressed.

General Manager Harren informed the Commission that the MN House Capital Investment Committee Bonding Tour had been held on October 19th at the MinnWest Technology Campus. The tour visit in Willmar included three project presentations: 1) SWWC Education Learning Center; 2) NE Water Treatment Plant; and, 3) Kandiyohi County CSAH 55 Grade Separation. Harren provided a brief recap of WMU’s presentation along with the next steps required to remain in the forefront of our legislators on this crucial project.

General Manager Harren informed the Commission that WMU Committee meetings will be forthcoming. Agenda items for the WMU Labor Committee meeting (TBD) will include the General Manager pay equity/market adjustment, year-end personnel policy updates, and NISC software. Tentative agenda items for the WMU Planning Committee meeting (TBD) will include Time of Use electric rates, year-end operational policy updates, and water treatment plant.

On behalf of the City Council, Councilman O'Brien expressed his appreciation to General Manager Harren for his attendance at the October 18th Council meeting. Harren was on hand to present the Mayor and Council with an update regarding the House Bonding Committee visit in consideration for funding assistance of the Water Treatment Plant.

For information: Upcoming meetings/events to note include:

- 2021 MRES Fall Meeting: Nov. 9 & 10 (Sioux Falls Convention Center)
- 2022 APPA Legislative Rally: Feb. 28 through March 2 @ Mayflower Hotel (Washington, DC)
 - Hotel block will open Nov. 1st. Block is generally filled within the day. Therefore if planning to attend, please contact Beth ASAP so arrangements may be made.

There being no further business to come before the Commission, Commissioner Mueske offered a motion to adjourn. Commissioner DeBlieck seconded the motion which carried by a vote of four ayes and zero nays, and the meeting was adjourned at 12:08 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES



Beth Mattheisen
Executive Secretary

ATTEST:



Kerry Johnson, Acting Secretary

