

WILLMAR MUNICIPAL UTILITIES COMMISSION
MEETING MINUTES - AUGUST 8, 2022
11:45 AM - WMU AUDITORIUM

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, August 8, 2022, at 11:45 am in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Cole Erickson, Dave Baumgart, Carol Laumer, Shawn Mueske, and Kadar Abdi. Absent was Commissioner Kerry Johnson.

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, Line Distribution Supervisor Ed Zurn, Water System Supervisor Alan Neer, City Councilman Michael O'Brien, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist Jennifer Kotila. City Officials attending the annual Facilities Tour portion of the meeting included: Mayor Marv Calvin, City Administrator Leslie Valiant, Assistant Administrator Kyle Box, and Councilmember Audrey Nelsen.

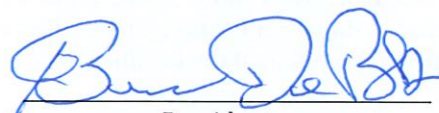
The meeting was opened by reciting of the Pledge of Allegiance followed by Commission President DeBlieck asking if any revisions were needed to the presented agenda. There being none, a resolution to approve the consent agenda was requested. Following review and discussion, Commissioner Mueske offered a resolution to approve the consent agenda as presented. Commissioner Erickson seconded.

RESOLUTION NO. 29

"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 25, 2022, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20221024 to No. 20221088 and associated wire transfers inclusive in the amount of \$1,340,313.25.

Dated this 8th day of August 2022.


President

Attest:


Secretary

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

Finance & Office Services Supervisor Prekker presented the Commission with the June 2022 Financial Reports along with a recap of the June 30, 2022 Investment Portfolio, and the June 2022 Cost of Power Report. 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 2021/2022 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 2022 Wind Turbine Report. Turbine availabilities for the month of July were at 90.9% (Unit #3) and 83.5% (Unit #4) with a total monthly production of 343,435 kilowatt hours. The 2022 total production through July is 5,319,148 kilowatt hours.

General Manager Harren requested the Commission to consider discontinuing the current service contract with David Turch & Associates (DTA). The agreement was to provide consulting/lobbying services to assist

in obtaining funding for upcoming capital projects, specifically the NE Water Treatment Plant. The agreement was originally established May 10, 2021 for a six-month period at a cost of \$4,000 per month with continuation on a month-by-month basis. The efforts have proven unsuccessful in obtaining any federal funds for the project. Therefore, it is the recommendation of staff to proceed with cancelling the current agreement. Following discussion, Commissioner DeBlieck offered a motion to authorize the cancellation of the consulting agreement with DTA effective September 30, 2022. Commissioner Laumer seconded the motion which carried by a vote of six ayes and zero nays.

Commissioner DeBlieck informed the Commission that a Letter of Resignation had been received from Commissioner Kerry Johnson. Due to time constraints relating to her new work position, she is no longer able to serve effectively as a Commissioner. On behalf of the Commission and staff, DeBlieck expressed his appreciation for her time and efforts while serving on the Commission. (A plaque commemorating her service will be delivered to Commissioner Johnson.) Commissioner Mueske offered a motion to accept Commissioner Johnson's Letter of Resignation effective immediately. Commissioner Baumgart seconded the motion which carried by a vote of six ayes and zero nays.

General Manager Harren informed the Commission that bidding timeframes for two upcoming capital improvement projects have been extended. The delays will allow for contractors to firm up some of the costs related to each project. The Power Plant demolition bid submission deadline originally scheduled for August 11th will now be August 25th. The NEWTP bid submission deadline originally scheduled for August 10th has been extended by three weeks. Following the openings of the bids, funding of the projects will be further addressed.

General Manager Harren informed the Commission that meetings of both the WMU Labor and Planning Committees would be forthcoming. Tentative future Labor Committee agenda item(s) will include new WMU logo. Tentative future Planning Committee agenda items will include 2023 WMU Budget, NEWTP bond/funding, Sprint agreement, and new building.

Following the regular business portion of the meeting, Facilities & Maintenance Supervisor Marti served as a guide for the annual tour of various WMU project sites, facilities, and areas of interest. The tour included site visits and observations of the following: downtown area (decorative street lighting), NE Water Treatment Plant, Willmar Substation, Priam Substation, Power Plant Substation, and the Power Plant demo project site. Upon completion of the facilities tour, the Commission reconvened at the WMU Office.

For information: Upcoming events to note include:

- MMUA Summer Conference (Madden's Resort): August 22-24 (DeBlieck/Laumer)
- MRES Policy Makers Dinner: September 20th at The Oaks at Eagle Creek (est. start time 5:00 pm)
- MRES Municipal Power Leadership Academy: Sept 21-22 (Sioux Falls, SD)


There being no further business to come before the Commission, Commissioner Laumer offered a motion to adjourn. Commissioner Erickson seconded the motion which carried by a vote of six ayes and zero nays, and the meeting was adjourned at 1:20 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES


Beth Mattheisen
Executive Secretary

ATTEST:


Carol Laumer, Secretary