

WILLMAR MUNICIPAL UTILITIES COMMISSION
MEETING MINUTES – NOVEMBER 14, 2022
11:45 AM – WMU AUDITORIUM

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, November 14, 2022, at 11:45 am in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Cole Erickson, Shawn Mueske, John Kennedy, and Kadar Abdi (via teleconference). Absent were Commissioners Dave Baumgart and Carol Laumer.

Others present at the meeting were: General Manager John Harren, Finance & Office Services Supervisor Andrea Prekker, Facilities & Maintenance Supervisor Kevin Marti, IS Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist Jennifer Kotila.

Due to the absence of Commission Secretary Laumer, Commission President DeBlieck opened the meeting by appointing Commissioner Mueske to serve as Acting Secretary. Following the appointment, the Pledge of Allegiance was recited. Commissioner DeBlieck continued by asking if any revisions were needed to the presented agenda. There being none, a resolution was requested to approve the consent agenda. Following review and discussion, Commissioner Kennedy offered a resolution to approve the consent agenda as presented. Commissioner Erickson seconded.

RESOLUTION NO. 44

“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 24, 2022, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20221533 to No. 20221779 and associated wire transfers inclusive in the amount of \$2,145,154.80.

Dated this 14th day of November, 2022.



President

Attest:



Acting Secretary

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

Finance & Office Services Supervisor Prekker reviewed with the Commission the September 2022 Financial Reports along with a recap of the September 2022 Investment Portfolio, and the September 2022 Cost of Power Report. The data presented included analyses of the Electric, Water, and Combined Divisions. Information contained in the reports reflects 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.

Finance & Office Services Supervisor Prekker presented the Commission with the 2022 Energy Acquisition Adjustment (EAA) update. As a reminder, the EAA acts as a mechanism to adjust rates for uncontrollable charges associated with power supply costs. Prekker provided background data regarding the EAA, and it was noted that the EAA has not been implemented since 2017. Based on actual data through September 2022, staff has again determined that implementation of an EAA is not required with our year-to-date average at \$56/MWh and our forecast predicted below the threshold of \$63/MWh. Staff will continue to monitor future data to determine if or when utilizing the EAA would be warranted.

Facilities & Maintenance Supervisor Marti presented the Commission with the October 2022 Wind Turbine Report. Turbine availabilities for the month of October were at 69.1% (Unit #3) and 92.7% (Unit #4) with a total monthly production of 616,414 kilowatt hours. Marti noted that availability for Unit #3 was lower due to a breaker failure on the unit. While replacement parts grow increasingly more difficult to locate for the aging units, breaker replacements have been found with delivery estimated at 9-12 weeks out. The 2022 total production through October is 6,546,163 kilowatt hours.

General Manager Harren informed the Commission that the City has set a Public Hearing for Monday, November 21st at 6:30 pm to address proposed water rate adjustments. This is for information only.

General Manager Harren stated that meetings of both the WMU Labor and Planning Committees have been scheduled in conjunction with the upcoming MUC meeting. The Labor Committee (LC) will meet on Monday, November 28th beginning at 10:45 am (prior to the regular MUC meeting). Agenda items for the LC meeting will include a new WMU logo, year-end personnel policy reviews, and health insurance premium adjustments. Immediately following the MUC meeting, a meeting of the Planning Committee (PC) will be held beginning at 12:15 pm. Agenda items for the PC will include year-end operations policy reviews, new building, and water conservation program.

For information, upcoming events to note include:

- 2023 MMUA Legislative Conference: January 24-25 (St. Paul)
- 2023 APPA Legislative Rally: February 27 through March 1 (Washington, DC)

There being no further business to come before the Commission, Commissioner Erickson offered a motion to adjourn. Commissioner Mueske seconded the motion which carried by a vote of five ayes and zero nays, and the meeting was adjourned at 12:10 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES



Beth Mattheisen
Executive Secretary

ATTEST:



Shawn Mueske, Acting Secretary