

WILLMAR MUNICIPAL UTILITIES COMMISSION
MEETING MINUTES – NOVEMBER 28, 2022
11:45 AM – WMU AUDITORIUM

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, November 28, 2022, at 11:45 am in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Cole Erickson, Carol Laumer, Dave Baumgart, Shawn Mueske, John Kennedy, and Kadar Abdi (attended via teleconference).

Others present at the meeting were: General Manager John Harren, Director of Administration Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, Facilities & Maintenance Supervisor Kevin Marti, Staff Electrical Engineer Jeron Smith, IS Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, City Councilman Michael O'Brien, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist Jennifer Kotila.

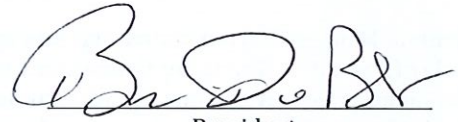
The meeting opened by reciting the Pledge of Allegiance followed by Commission President DeBlieck asking if any revisions were needed to the presented agenda. There being none, a resolution was requested to approve the consent agenda. Following review and discussion, Commissioner Baumgart offered a resolution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

RESOLUTION NO. 45

"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 November 14, 2022, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20221780 to No. 20221848 and associated wire transfers inclusive in the amount of \$2,269,347.71.

Dated this 28th day of November, 2022.


President

Attest:


Secretary

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

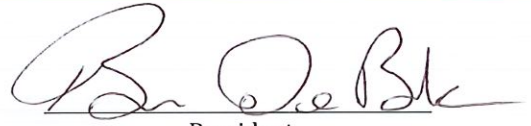
Facilities & Maintenance Supervisor Marti reviewed with the Commission the WMU Strategic Plan Update. This plan was originally approved by the Commission on June 28th (2021). Eight primary goals are identified and prioritized along with actions and timelines required to achieve these goals. This format streamlines both short term (one year) and long-term (2-5 yrs.) timelines. Marti presented a step-by-step review of the tasks and timeline updates as of November 2022. The Strategic Plan is considered a "living" document and will continually be updated by Staff.

Staff Electrical Engineer Smith requested the Commission to consider approval of Task Order No. 10 with DGR Engineering for consulting services to conduct an air quality permitting investigation into the possible installation of five new or used diesel-fired generation units at the existing Power Plant Substation. The cost to conduct an air quality permitting investigation by DGR is estimated at \$25,000. Following discussion, Commissioner Mueske offered a resolution to approve the consultant service agreement with DGR as presented. Commissioner Laumer seconded.

RESOLUTION NO. 46

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that Task Order No. 10 with DGR Engineering of Rock Rapids, Iowa, to provide consultant services to study the potential installation of additional generating units at the Power Plant Substation site be approved for the estimated amount of \$25,000."

Dated this 28th day of November, 2022.


President

Attest:


Secretary

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

General Manager Harren requested the Commission to consider designating Missouri River Energy Services (MRES) to manage Willmar's RECs from Western Area Power Administration (WAPA). The Renewable Energy Certificates or Credits (RECs) represent energy generated by renewable energy sources, such as solar or wind power facilities. While buying RECs is not equivalent to buying electricity, RECs represent the clean energy attributes of renewable electricity. Harren further presented an illustration of Willmar's current power supply mix which is 100% clean, carbon-free energy through the purchase of RECs. Following review, Commissioner Kennedy offered a motion to designate MRES to manage the RECs from WAPA on behalf of WMU. Commissioner Baumgart seconded the motion which carried by a vote of seven ayes and zero nays (taken by verbal rollcall.)

General Manager Harren informed the Commission that Ordinance No. 1493 to amend water rates effective for billings sent after January 1, 2023, has been approved. Following the scheduled Public Hearing, the ordinance was adopted by the City Council on November 21, 2022. It was further noted that while the rate adjustments will go into effect as scheduled, WMU staff will continue to pursue bonding options if or when they become available.

General Manager Harren presented the 2023 hourly rate schedule from Flaherty & Hood, P.A., to provide legal services for WMU. This was for information only.

General Manager Harren stated that meetings of both the WMU's Labor and Planning Committees are being held today (Nov. 28th). The Labor Committee met at 10:45 am, and agenda items included the new WMU logo, year-end personnel policy reviews, and health insurance premium/deductible adjustments. The Planning Committee will meet at 12:15 pm with agenda items to include year-end operations policy reviews, new building, and water conservation program.

On behalf of the Commission, Commissioner DeBlieck expressed his appreciation to Commissioner Laumer and WMU Staff for their involvement in the Festival of Trees display. All are encouraged to visit the holiday community event at the Barn Theatre Event Center beginning November 19th (through December).

For information: Upcoming events to note include:

- MUC/Staff holiday luncheon meeting: Tues., Dec. 13th @ 12:00 pm (WMU Auditorium)
- 2023 MMUA Legislative Conference: January 24-25 (St. Paul)
- 2023 APPA Legislative Conference: February 27th through March 1st (Washington DC)

There being no further business to come before the Commission, Commissioner Laumer offered a motion to adjourn. Commissioner Baumgart seconded the motion which carried by a vote of seven ayes and zero nays, and the meeting was adjourned at 12:29 pm (taken by verbal rollcall).

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES


Beth Mattheisen
Executive Secretary

ATTEST:


Carol Laumer, Secretary