

**WILLMAR MUNICIPAL UTILITIES COMMISSION**  
**MEETING MINUTES - FEBRUARY 24, 2023**  
**11:45 AM - WMU AUDITORIUM**

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Friday, February 24, 2023, at 11:45 am in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Shawn Mueske, Dave Baumgart, Carol Laumer, John Kennedy, Patricia Elizondo, and Terrill Sieck.

Others present at the meeting were: General Manager John Harren, Director of Administration Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, Staff Electrical Engineer Jeron Smith, Line Department Supervisor Ed Zurn, Facilities & Maintenance Supervisor Kevin Marti, 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 Kennedy offered a resolution to approve the consent agenda as presented. Commissioner Laumer seconded.

**RESOLUTION NO. 6**

"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 February 13, 2023, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20230222 to No. 20230265 and associated wire transfers inclusive in the amount of \$2,223,890.84.

Dated this 24<sup>th</sup> day of February, 2023.

  
President

Attest:

  
Secretary

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

Staff Electrical Engineer Smith provided a summary of a recent power outage. On February 17<sup>th</sup> at 2:36 p.m., WMU's protection system detected a fault and de-energized Feeder #21. WMU Linemen patrolled the area and determined the cause of the outage as a squirrel located near a transformer on an overhead powerline along County Road 5 NW. Crews restored the power at 2:54 pm with approximately 880 customers out of electricity for 18 minutes. Smith along with the Commission expressed their appreciation for the commendable efforts of the Line Department in restoring the power safely and efficiently.

Staff Electrical Engineer Smith presented the 2022 Engineering Year-End Review. Components of the summary contained: transmission and distribution Capital Improvement Projects (CIP); maintenance projects, administrative updates, underground construction, Railroad WYE Project update; and, 2023 Engineering Dept. preview.

Line Department Supervisor Zurn presented the 2022 Electric Distribution Year-End Review. Components of the summary contained: Capitol Improvement Purchases (bucket truck); goals achieved; 2023 preview &

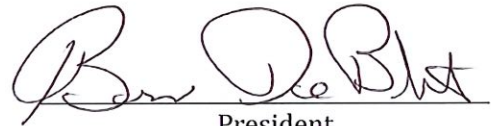
goals; and the annual Electric Reliability Performance Report. The Electric Reliability Performance Report reflects an overview of the Utility's electrical outages (duration of outage, frequency, and customers effected) for the past year. Also included in the report are various system average indicators for comparison. Per national IEEE data, WMU received a 99.9928% ranking for the Average System Availability Index (ASAI) which indicates an excellent percentage for availability of Willmar's electrical service. Also contained in the review were various graphs illustrating outage causes (i.e. electrical failure, animal/squirrels, construction, equipment damage, trees) and the duration of the identified causes.

Facilities & Maintenance Supv. Marti informed the Commission that Missouri River Energy Services (MRES) Board of Directors has authorized MRES staff to update the rates and key terms of the Reserved Capacity Agreement (RCA). MRES is requesting its members participating in the RCA program to approve the amended agreement. The RCA is an agreement between MRES and its members with local generation where MRES pays the member utility a monthly capacity payment in exchange for making member's local generating capacity available to MRES. This program helps MRES and its members to meet their capacity requirements, while providing participating members with local backup generation to increase the reliability of their operations. Proposed updated rates and key terms to the agreement were reviewed. Following review and discussion, Commissioner Mueske offered a resolution to approve the RCA with MRES incorporating the proposed changes as presented. Commissioner Baumgart seconded.

#### RESOLUTION NO. 7

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the proposed revisions to the Reserved Capacity Agreement between Missouri River Energy Services and the Willmar Municipal Utilities be approved as presented including updated rates and key terms."

Dated this 24<sup>th</sup> day of February, 2023.

  
President

Attest:

  
Secretary

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

General Manager Harren provided two weekly updates provided by Jacobson Law Group on their continued legislative efforts to secure financial assistance for the NE Water Treatment Plant Project (February 13<sup>th</sup> and February 17<sup>th</sup>).

General Manager Harren informed the Commission that meetings of the WMU Labor and Planning Committees would be forthcoming. Tentative future Planning Committee agenda items will include Sprint agreement, new building, water treatment plant, new generation, and SunRay Water System.

For information: Upcoming events to note in 2023 include:

- APPA Legislative Conference: February 27 through March 1 (Washington DC)
- MRES Annual Meeting: May 10-11 (Sioux Falls, SD)
- APPA National Conference: June 18-21 (Seattle, WA)
- MMUA Summer Conference: August 21-23 (Duluth)

There being no further business to come before the Commission, Commissioner Laumer offered a motion to adjourn. Commissioner Kennedy seconded the motion which carried by a vote of seven ayes and zero nays, and the meeting was adjourned at 12:52 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES



Beth Mattheisen  
Executive Secretary

ATTEST:



---

Dave Baumgart, Secretary

