

**WILLMAR MUNICIPAL UTILITIES COMMISSION**  
**MEETING MINUTES - AUGUST 14, 2023**  
**11:45 AM - WMU AUDITORIUM**

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, August 14, 2023, at 11:45 am in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Dave Baumgart, Shawn Mueske, John Kennedy (arrived at 11:47 am), Patricia Elizondo, and Terrill Sieck. Absent was Commissioner Carol Laumer.

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, Information Systems 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. Commission President DeBlieck continued by 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 Baumgart seconded.

**RESOLUTION NO. 24**

"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 24, 2023, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20231069 to No. 20231184 and associated wire transfers inclusive in the amount of \$3,583,840.35.

Dated this 14<sup>th</sup> day of August, 2023.



\_\_\_\_\_  
President

Attest:

  
\_\_\_\_\_  
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 June 2023 Financial Reports along with a recap of the June 30, 2023 Investment Portfolio, and June 2023 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 2022/2023 monthly year-to-date revenues, expenses, and retained earnings were also included with the financial data.

Staff Electrical Engineer Smith provided a summary of a recent power outage which subsequently effected WMU customers. On July 25<sup>th</sup> at 11:28 pm, storm-related damage caused a fault on the transmission system north of Willmar near New London. Typically storm damage is due to momentary interruptions like lightning or fallen tree branches, so power is automatically restored quickly. Unfortunately, the damage was permanent, and crews had to be dispatched to isolate the problem before power could be restored to WMU customers. Therefore, the entire city of Willmar was without power for 56 minutes.



Facilities & Maintenance Supervisor Marti presented the July 2023 Wind Turbine Report. While both units were operational, availabilities were affected by issues with both turbines (positioning sensor and electrical faults). It was noted that the breakers ordered for the units have been received and will be installed when required. Wind turbine availabilities for the month of July were at 94.1% (Unit #3) and 67.9% (Unit #4) for a total monthly production of 160,592 kilowatt hours. The 2023 total production through July is 1,509,765 kilowatt hours.

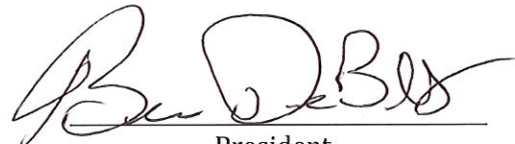
At this time, Facilities & Maintenance Supervisor Marti presented the Commission with a video of the Power Plant Demolition Project. The video provided a full spectrum of the progression involved in the razing of the Power Plant. Marti noted that the project has essentially been completed with only the establishing of standing grass and finalization of paperwork to finish.

Director of Administration Johnson reviewed with the Commission a service agreement for consideration between Willmar Municipal Utilities and United Community Action Partnership (UCAP). This service agreement provides funding to UCAP to assist WMU's low-income residential customers in making energy efficiency upgrades. The annual agreement allows \$10,000 to be distributed by UCAP over the remainder of 2023. This money can be claimed towards required low-income spending goals under Minnesota's Conservation Improvement Program (CIP) State Statute 216B.2403. Following review, Commissioner Mueske offered a resolution to approve the 2023 Service Agreement with UCAP in the amount of \$10,000. Commissioner Baumgart seconded.

#### RESOLUTION NO. 25

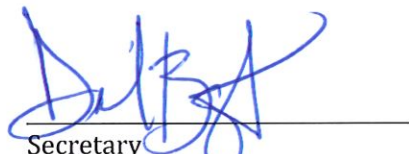
"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the 2023 Service Agreement between Willmar Municipal Utilities and United Community Action Partnership (UCAP) to assist WMU's low-income residential customers to make energy efficiency upgrades be approved in the amount of \$10,000."

Dated this 14<sup>th</sup> day of August, 2023.



President

Attest:



Secretary

The foregoing resolution was adopted by a vote of five ayes, and zero nays with Commissioner Elizondo abstaining.

The annual WMU Facilities Tour will be held in conjunction with the upcoming MUC Meeting on August 28<sup>th</sup>. The tour will begin at 12:00 pm (immediately following regular MUC Mtg.) and will include the following sites/projects: 2024 vehicle replacements; Power Plant site/new substation/future bulk water fill station/future generation site; NEWTP Project; new facility land options; and, Willmar Substation. As in the past, City officials (Mayor, Council, Administrator and Operations Director) will be invited to participate in the tour.

A meeting of the WMU Labor Committee will be held on Friday, August 18<sup>th</sup> beginning at 12:00 pm. The focal point of discussion will be to review recent union contract negotiations and requests.

A meeting of the WMU Planning Committee will be held on Tuesday, August 29<sup>th</sup> beginning at 12:00 pm. Agenda items will include budgets, rates, and Kandiyohi County Fair Association donation request.

General Manager Harren stated that additional meetings of both the WMU Labor and Planning Committees will also be forthcoming. Tentative future Labor Committee agenda item(s) will include new building and union negotiations. Tentative future Planning Committee agenda items will include generation, new building, water treatment plant funding, and water system modeling.

It was brought to the attention of the Commission that a letter had been received by area homeowners regarding water service line insurance coverage. Although the City of Willmar has endorsed the independent insurance company, the Willmar Municipal Utilities is not involved. Any questions or concerns should be directed to the toll-free number listed in the correspondence.

For information: Upcoming 2023 events to note include:

- MMUA Summer Conference: August 21-23 (Duluth)

There being no further business to come before the Commission, Commissioner DeBlieck offered a motion to adjourn. Commissioner Baumgart seconded the motion which carried by a vote of six ayes and zero nays, and the meeting was adjourned at 12:17 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES



Beth Mattheisen  
Executive Secretary

ATTEST:



Dave Baumgart, Secretary

