

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, November 27, 2023, at 11:45 am in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Shawn Mueske, John Kennedy, Carol Laumer, and Terrill Sieck. Absent were Commissioners Dave Baumgart and Patricia Elizondo.

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, Systems Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, City Attorney Robert Scott (via teleconference), City Councilman Michael O'Brien, and WC Tribune Journalist Levi Jones.


Due to the absence of Commission Secretary Baumgart, Commission President DeBlieck opened the meeting by appointing Commissioner Kennedy to serve as Acting Secretary. Following the appointment, the Pledge of Allegiance was recited. Commissioner DeBlieck next asked if there were any changes 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 Laumer seconded.

RESOLUTION NO. 40

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the consent agenda be approved as presented which includes:

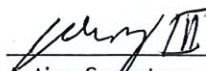
- ❖ Minutes from the November 13, 2023, MUC Meeting; and,
- ❖ Bills represented by vouchers No. 2023676 to No. 20231729 and associated wire transfers inclusive in the amount of \$1,818,732.45.

Dated this 27th day of November 2023.



President

Attest:



Acting Secretary

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

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 October 2023 and forecasted through December 2023, staff has again determined that implementation of an EAA is not required. WMU's energy costs are predicted to remain below the established threshold of \$66/MWh with the current year-to-date average at \$61/MWh. Staff will continue to monitor future data to determine if or when utilizing the EAA would be warranted.

Facilities & Maintenance Supervisor Marti reviewed with the Commission the WMU's semi-annual Strategic Plan update. The presented summary outlines tasks that have been completed, in process, or have moved

forward as required. Commissioner Mueske expressed his appreciation to staff for their continued efforts to achieve the tasks previously determined in a progressive and timely manner. Per directive of the Commission, Marti has contacted MRES to begin the process of scheduling a session in 2024 to update the current Strategic Plan. A tentative timeline for conducting the session is April 2024. Staff will keep the Commission informed as the updating process progresses.

As a member of Missouri River Energy Services (MRES), the WMU is provided a monthly update of the MRES and Western Minnesota Municipal Power Agency (WMMMPA) Boards of Directors meeting. The September and October 2023 monthly updates provide brief overviews of the topics discussed by the Boards and the actions taken.

General Manager Harren presented the 2024 hourly rate schedule from Flaherty & Hood, P.A., to provide legal services for WMU. This was for information only.

General Manager Harren informed the Commission that meetings of both the WMU Labor and Planning Committees will be forthcoming. Tentative future Labor Committee agenda item(s) will include new building land acquisition, Strategic Plan, GM annual review, and Personnel Policies (annual review). Tentative future Planning Committee agenda items will include new building, new generation, transmission project, water treatment plant, water system model, PFAs update, and Operations Policies (annual review).

For information: Upcoming events to note include:

- 2024 APPA Legislative Rally (Washington, DC): February 26-28
- 2024 MMUA Legislative Conference (St. Paul): March 19-20

There being no further business to come before the Commission, Commissioner Mueske offered a motion to adjourn. Commissioner Kennedy seconded the motion which carried by a vote of five ayes and zero nays, and the meeting was adjourned at 12:06 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES


Beth Mattheisen, Executive Secretary

ATTEST:


John Kennedy III, Acting Secretary