

WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – June 10, 2024

11:45 am – WMU Auditorium

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, June 10, 2024, at 11:45 am in the WMU Auditorium with the following Commissioners present: Shawn Mueske, Dave Baumgart, Terrill Sieck, and Patricia Elizondo. Absent were Commissioners John Kennedy, Carol Laumer, and Bruce DeBlieck (all are currently attending the APPA National Conference).

Others present at the meeting were: General Manager John Harren, Director of Administration Janell Johnson, Facilities & Maintenance Supervisor Kevin Marti, Information Systems Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, City Councilman Michael O'Brien, and WC Tribune Journalist Jennifer Kotila.

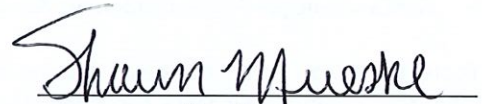
The meeting opened by reciting the Pledge of Allegiance. Commissioner Mueske continued by asking if any changes to the agenda were needed. There being none, a resolution to approve the consent agenda was requested. Following review and discussion, Commissioner Baumgart offered a resolution to approve the consent agenda as presented. Commissioner Sieck seconded.

RESOLUTION NO. 22

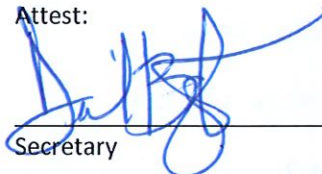
"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the consent agenda be approved as presented which includes:

- ❖ Minutes from the May 28, 2024, MUC Meeting; and,
- ❖ Bills represented by vouchers No. 20240692 to No. 20240750 and associated wire transfers inclusive in the amount of \$2,071,724.18.

Dated this 10th day of June 2024.


President

Attest:


Secretary

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

Director of Administration Johnson reviewed the April 2024 Financial Reports along with a recap of the April Investment Portfolio, and the April Cost of Power Report. The financial information contained in the report reflects operating revenues, expenses, retained earnings, and fund comparisons for both the Electric and Water Divisions.

Director of Administration Johnson reviewed with the Commission the APPA Benchmarking and AE2S Water Rate Comparisons. APPA's Performance Indicators Survey is completed annually. Data is collected from public power utilities with at least 150,000 MWh in total sales with at least 50% in retail sales. Financial and operating ratios represent data submitted by 147 publicly owned utilities in the USA. WMU's ratios are included in the Management's Discussion & Analysis section of the annual audit. APPA benchmarking standards and comparisons were reviewed. AE2S completes an annual Utility Rate Survey each year collecting data on municipalities with 5,000 or more customers. The comparison includes utilities across Minnesota, excluding the Minneapolis/St. Paul metro area. For this comparison, the water utility bills are based on the assumed monthly use of 6,000 gallons or 800 cubic feet of water. For 2023, WMU ranked 20th out of 25 utilities with the highest cost being \$59.53 and the lowest at \$11.35. WMU's cost is \$40.49.

Facilities & Maintenance Supervisor Marti presented the Commission with the May 2024 Wind Turbine Report. Turbine availabilities for the month of April were 99.9% (Unit #3) and 12.9% (Unit #4) with a total monthly production of 347,166 kilowatt hours (kwh). Electrical issues are affecting the availability of Unit #4 and continue to be addressed. The 2024 total production through May is 2,921,861 kwh. To date, the 2024 costs/kwh associated with operating the units is 1.54¢/kwh. Since the inception of the units in 2009, the operational cost has been calculated at 14.34¢/kwh.

American Public Power Association (APPA) has a 15-part on-demand training course entitled "*Public Power Governance Essentials*". This series offers a convenient way to get "up-to-speed" on governance requirements, such as complying with charters/bylaws, reporting conflicts of interest, understanding duties and legal obligations, and facilitating an effective board meeting. At this time, the informational video entitled "*Governing Board Self-Assessments*" (Lesson #10) was presented.

General Manager Harren informed the Commission that meetings of both the WMU Planning and Labor Committees would be forthcoming. Tentative future Labor Committee agenda item(s) will include new building land acquisition, and MUC Self-Survey. Tentative future Planning Committee agenda items will include new building, new generation, transmission project, and water treatment plant. In addition to the Committee meetings, a joint meeting with City officials will be scheduled to discuss topics of interest concerning both entities.

The 2024 Willmar Fest Block Party will be held on Thursday, June 20th beginning at 5:00 pm (kickoff at 5th and Becker Avenue). WMU will once again be sponsoring a booth, and Commissioners are invited to join WMU staff in celebrating the annual event (keeping in mind Open Meeting Laws). Further details such as exact site location will be forthcoming.

Upcoming 2024 events to note:

- Willmar Fest Block Party: June 20 (5:00-8:00 pm)
- MMUA Utility Leader Workshop (Alexandria): June 27
- MMUA Summer Conference (Fargo, ND): August 19-21
- MRES Red Rock Hydroelectric Project tours (Pella, IA): July 31, August 28, or September 25
- MRES Municipal Power Leadership Academy (Sioux Falls, SD): September 18-19

There being no further business to come before the Commission, Commissioner Baumgart offered a motion to adjourn. Commissioner Sieck seconded the motion which carried by a vote of four ayes and zero nays, and the meeting was adjourned at 12:23 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES


Beth Mattheisen, Executive Secretary

ATTEST:


Dave Baumgart, Secretary