



WILLMAR MUNICIPAL UTILITIES COMMISSION

MEETING AGENDA

FRIDAY, MAY 25, 2018 - 11:45 A.M.

“Willmar Municipal Utilities will provide safe, reliable & quality utility services at competitive rates for their customers.”

#	Start Time	Agenda Item	1 st	2 nd
1	11:45 am	Request changes or additions to presented agenda (MUC Carol Laumer)		
2	11:46 am	Approve consent agenda (MUC Carol Laumer) ® <ul style="list-style-type: none"> - Minutes from May 14, 2018 MUC meeting - Review & approve payment of bills (including wire transfers) in the amount of \$2,061,058.69 		
3	11:50 am	Review & approve minutes from May 18th Planning Committee Meeting ^M (Commissioner Justin Mattern, Chair) <ul style="list-style-type: none"> - Approve resolution to proceed with NEWTP Project design ® (Water/Heating Supervisor Joel Braegelman) <ul style="list-style-type: none"> o Project Summary o Willmar Pre-Design Presentation (PowerPoint) o Scope of Services (including fees) o Agreement for Professional Services (Carollo Engineering) - Approve option to pursue rental of mobile boiler unit (DH) ^M (General Manager Harren) 		
4	12:10 pm	For information & review: (Director of Finance Denise Runge) <ul style="list-style-type: none"> - April 2018 Financial Report 		
5	12:15 pm	Approve contract for digger-derrick truck replacement ® (Line Supervisor Todd Graves)		
6	12:20 pm	Announce 2018 MMUA Tom Bovitz Scholarship Awards (Energy Services/Marketing Rep Mary Kosbab)		
7	12:25 pm	Educational Topics: (Power Resources Analyst/Safety Michelle Marotzke) <ul style="list-style-type: none"> - Safety Report - Strategic Planning – SWOT Analysis Update: Organization 		
8	12:30 pm	General Manager’s Report (General Manager John Harren) <ul style="list-style-type: none"> - Project updates: <ul style="list-style-type: none"> o Furnishing Steel for Priam Substation (out for bids) <ul style="list-style-type: none"> ▪ Bid Opening: 06/15/18 @ 2:00 p.m. ▪ Bid Recommendation & acceptance: 06/25/18 - TBD: WMU Labor Committee meeting to be forthcoming <ul style="list-style-type: none"> o Agenda item(s) to include: Commissioner 101; review roles & responsibilities of MUC & Mgmt. Staff; and, MUC Self-Evaluations 		
		Future Events/Dates to Note: <ul style="list-style-type: none"> - 2018 APPA National Conference – June 15-20 (New Orleans) (DeBlicek) - 2018 Customer Appreciation Open House – Thurs., August 2nd - 2018 MMUA Summer Conference – August 20-22 @ Arrowwood Resort 		

® Resolution require

^M Motion requested