



WILLMAR MUNICIPAL UTILITIES COMMISSION

MEETING AGENDA

MONDAY, FEBRUARY 8, 2021- 11:45 AM

“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	Introduce New Commissioner Kerry Johnson and City Council Liaison Michael O’Brien: (MUC President Justin Mattern)		
2	11:50 am	Request changes or additions to presented agenda (MUC President Justin Mattern)		
3	11:52 am	Approve Consent Agenda including: (MUC Justin Mattern) ® <ul style="list-style-type: none"> - Minutes from January 25, 2021 MUC Meeting; and, - Review & approve payment of bills (including wire transfers) in the amount of \$114,847.12. 		
4	11:55 am	WMU Committee Appointments for 2021 (MUC President Justin Mattern) ^M <ul style="list-style-type: none"> - Labor Committee (2020: Weber (Chair), Mahboub, Erickson) - Planning Committee (2020: DeBlieck (Chair), Magnuson, Laumer) 		
5	12:00 pm	Approve January 28th WMU Planning Committee Mtg. Minutes (MUC Bruce DeBlieck, Chair) ^M <small>(see “Jan 28 2020 PC Mtg” on your iPad for additional information)</small> <ul style="list-style-type: none"> - Approve 2021 Operations Policies ® - Approve adoption of the Willmar Water Supply Plan ® - Approve MOA between WMU & City of Willmar re U/G piping material ® 		
6	12:05 pm	Approve February 3rd WMU/City/Wenck Work Session Minutes (MUC President Justin Mattern) ^M <ul style="list-style-type: none"> - Approve: Demolition vs. Renovation ^M <ul style="list-style-type: none"> o Demolition: <ul style="list-style-type: none"> ▪ WMU retains property o Renovation: <ul style="list-style-type: none"> ▪ Purchase agreement required by September 1, 2021 including \$2-\$4 million security payment 		
7	12:15 pm	Monthly Financial Reports (Finance/Office Services Supervisor Andrea Prekker) <ul style="list-style-type: none"> - December 2020 Financials: <ul style="list-style-type: none"> o Electric o Water o Heating o All Divisions (combined) o Graphs YTD - Investment Portfolio (Dec. 31, 2020) - Cost of Power Report for December 2020 		
8	12:20 pm	January 2021 Wind Turbine Report (Facilities & Maintenance Supv. Kevin Marti)		
9	12:25 pm	Educational Topic: Annual Engineering & Line Department Updates (Staff Electrical Engineer Jeron Smith & Line Foreman Zach Larson) <ul style="list-style-type: none"> - 2020 Engineering Year-End Review - 2020 Electric Distribution Year-End Review - Miles of Electrical Distribution & Transmission Line Report for 2020 		

10	12:45 pm	Annual Commission Training/Refresher (“Commission 101”) (City Attorney Robert Scott) <ul style="list-style-type: none"> - Commission Role & Duties - Open Meeting Law (OML) - Government Records & Data - Conflict of Interest 		
11	1:15 pm	General Manager Harren’s Report <ul style="list-style-type: none"> - APPA 2020 Webinars: Electric Utility and Governance Webinar Series - TBD: WMU PC Meeting – Tentative agenda item(s) to include: <ul style="list-style-type: none"> o Revised budgets including capital projects, and GRE Priam/Willmar design/construction - TBD: WMU LC Meeting – Tentative agenda item(s) to include: <ul style="list-style-type: none"> o Pay equity/pay scale, clothing policy (union), non-union market adjustments, and employee survey (trending). 		
12	1:25 pm	Adjournment		
		Future Events/Dates to Note: <ul style="list-style-type: none"> - 2021 MMUA Legislative Conference (virtual event) – February 10 - 2021 APPA Legislative Rally (virtual event) – March 1 & 2 		
		WMU Strategic Initiatives w/Task Lists & Timelines <ul style="list-style-type: none"> - Admin and Operations Buildings - Financial Position - Generation: Gas/Diesel and Power Plant - Generation: Renewable Energy - Substations/Transmission - Water Treatment Plant 		

Ⓡ Resolution required M Motion requested Note: This meeting is audibly recorded.