

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
SEPTEMBER 10, 2018

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, September 10, 2018 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Carol Laumer, Justin Mattern, Nathan Weber, Abdirizak Mahboub, Bruce DeBlieck, Ross Magnuson and Brendan MacDonald.

Others present at the meeting were: General Manager John Harren, Director of Finance Denise Runge, Customer Service Supervisor Stacy Stien, Facilities & Maintenance Supervisor Kevin Marti, Water & Heating Supervisor Joel Braegelman, Administrative Secretary Beth Mattheisen, City Councilman Shawn Mueske, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist Shelby Lindrud.

Commission President Laumer opened the meeting by requesting a change to item #4 of the presented agenda. Laumer was requesting that the agenda reflect amending "approve" to "discuss" relating to the MOA between the Utility and City of Willmar. It was the consensus of the Commission to approve the revision to item #4. Commissioner Laumer continued by requesting a resolution to approve the Consent Agenda. Commissioner DeBlieck offered a resolution to approve the Consent Agenda as presented. Commissioner Weber seconded.

RESOLUTION NO. 42

"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 August 27, 2018 Commission meeting; and,
- ❖ Bills represented by vouchers No. 181432 to No. 181555 and associated wire transfers inclusive in the amount of \$628,227.28.

Dated this 10th day of September, 2018.

President

Attest:

Secretary

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

Facilities & Maintenance Supervisor Marti reviewed with the Commission the August 2018 Wind Turbine Report. Marti noted that turbine availabilities for the month of August were at 100% (Unit #3) and 81.6% (Unit #4) with a monthly total production of 278,651 KWH.

General Manager Harren introduced discussion with the Commission on a proposed Memorandum of Agreement (MOA) between the Utility and the City of Willmar. The purpose of the MOA is to establish guidelines and responsibilities related to replacement of water mains and fire hydrants.

The WMU Planning Committee & Staff have been working with City staff to come to a mutual agreement that would be satisfactory for both entities. Harren provided a thorough review of the current document being proposed for consideration. Among the issues being addressed include: water main installations & replacements; upkeep & maintenance of fire hydrants; water main breaks/repairs, duties & responsibilities of associated costs incurred; time required for WMU to financially prepare for the responsibilities; and, the Utility Replacement Charge (collected by the City). It was further noted that water mains over 8" and all costs associated with fire hydrants are strictly used for fire protection and therefore should remain the responsibility of the City. Following review and discussion, it was the consensus of the Commission to direct Staff to incorporate additional information into the proposed MOA (i.e. past/current practices) to serve as clarity for all parties. Once the recommended modifications have been incorporated into the document, it will be forwarded to the Commission for their review & comments. It was further requested by the Commission that Councilman Mueske address the topic with City representatives.

General Manager Harren informed the Commission that meetings of both the WMU Planning and Labor Committees would be forthcoming (TBD). Agenda items for the PC Meeting would include: new generation; Customer Appreciation Open House (2019); MRES School Education Program; reduced billing cycles; and, annual Operations Policy review. Agenda items for the LC Meeting would include: annual Personnel Policy review; and, 2019 COLA.

For information: 2018 Upcoming meetings/events to note include:

- MRES Leadership Academy – Sept. 19-20 (Sioux Falls, SD)

There being no further business to come before the Commission, Commissioner Laumer declared the meeting adjourned at 12:20 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Abdirizak Mahboub, Secretary