

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
SEPTEMBER 24, 2018

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, September 24, 2018 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Justin Mattern, Nathan Weber, Abdirizak Mahboub, Bruce DeBlieck, and Brendan MacDonald. Absent were Commissioners Carol Laumer & Ross Magnuson.

Others present at the meeting were: General Manager John Harren, Director of Finance Denise Runge, Power Supply Manager Chris Carlson, Customer Service Supervisor Stacy Stien, Facilities & Maintenance Supervisor Kevin Marti, Power Resources Analyst Michelle Marotzke, Energy Services/Marketing Rep Mary Kosbab, Compliance/HR Manager Janell Johnson, City Councilman Shawn Mueske, and City Attorney Robert Scott (via teleconference).

Due to the absence of Commission President Laumer, Commission Vice President Mattern opened the meeting by asking if any revisions were needed to the presented agenda. There being none, Commissioner Mattern continued by requesting a resolution to approve the Consent Agenda. Commissioner Mahboub offered a resolution to approve the Consent Agenda as presented. Commissioner DeBlieck seconded.

RESOLUTION NO. 43

“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 September 10, 2018 Commission meeting; and,
- ❖ Bills represented by vouchers No. 181556 to No. 181626 and associated wire transfers inclusive in the amount of \$2,897,863.27.

Dated this 24th day of September, 2018.

Vice President

Attest:

Secretary

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

Director of Finance Runge presented the Commission with the August 2018 Finance Report along with a recap of the August 31, 2018 Investment Portfolio. The data presented included analyses of the Electric, Water, Heating and Combined Divisions. Information contained in the reports reflected operating revenues & expenses, operating income, and retained earnings. The Investment Portfolio presented a summary of WMU’s securities and associated brokerage firms/agencies to date.

In an effort to keep the Commission well-informed of departmental strategies and developments, Facilities & Maintenance Supervisor Marti, with assistance from Power Resources Analyst Marotzke, presented the "Operations" SWOT Analysis update. The SWOT Analysis for each category consists of: strengths, weaknesses, opportunities, and threats. Along with the regular detailed listing, an additional summary has been included illustrating the key components of the Strategic Planning update related to "Operations". Marti informed the Commission that Utility staff would be meeting in the near future to update the SWOT Analysis in its entirety.

Commissioner DeBlicek and Director of Finance Runge recapped for the Commission their recent attendance at the MRES Municipal Power Leadership Academy which was held Sept. 19-20 in Sioux Falls. Included in the topics of discussion were: power supply; WAPA; renewables & distributed generation; cybersecurity; rates & cost of service; energy services; payment in lieu of taxes; distribution maintenance & crew management; staffing; and, governance. Both attendees expressed their appreciation to the Commission for the opportunity to partake in the informative and educational program sponsored by MRES.

General Manager Harren informed the Commission that the City Council had approved the WMU 2019 Budget including the Five-Year Capital Plan at their September 17th City Council Meeting.

General Manager Harren reminded the Commission that a meeting of the WMU Planning Committee will be held on Tuesday, Sept. 25th beginning at 2:30 p.m. (WMU Conference Room). Agenda items will include: new generation; Customer Appreciation Open House (2019); MRES School Education Program; reduced billing cycles; and, annual Operations Policy review. Harren further stated that a meeting of the WMU Labor Committee would be forthcoming (TBD). Agenda items for the LC Meeting would include: annual Personnel Policy review; and, 2019 COLA.

For information: Upcoming meetings/events to note include:

- 2019 MMUA Legislative Conference: January 29-30 (St. Paul)

There being no further business to come before the Commission, Commissioner Mahboub offered a motion to adjourn the meeting. Commissioner MacDonald seconded the motion which carried by a vote of five ayes and zero nays, and the meeting was adjourned at 12:10 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Michelle Marotzke
Power Resources Analyst

ATTEST:

Abdirizak Mahboub, Secretary