

**WILLMAR MUNICIPAL UTILITIES COMMISSION**  
**MEETING MINUTES – JULY 10, 2023**  
**11:45 AM – WMU AUDITORIUM**

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, July 10, 2023, at 11:45 am in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Dave Baumgart, Carol Laumer, and Terrill Sieck. Absent were Commissioners Shawn Mueske, John Kennedy, and Patricia Elizondo.

Others present at the meeting were: General Manager John Harren, Director of Administration Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, Facilities & Maintenance Supervisor Kevin Marti, Information Systems Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, City Councilman Michael O'Brien, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist Jennifer Kotila.

The meeting opened by reciting the Pledge of Allegiance. Commission President DeBlieck continued by asking if any revisions were needed to the presented agenda. 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 Laumer seconded.

**RESOLUTION NO. 21**

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

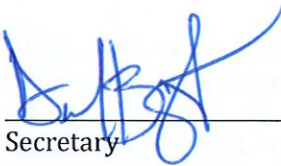
- ❖ Minutes from the June 26, 2023, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20230850 to No. 20230910 and associated wire transfers inclusive in the amount of \$367,945.81.

Dated this 10<sup>th</sup> day of July, 2023.



President

Attest:



Secretary

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

Finance & Office Services Supervisor Prekker reviewed with the Commission the May 2023 Financial Reports along with a recap of the May 31, 2023 Investment Portfolio, and May 2023 Cost of Power Report. The data presented included analyses of the Electric, Water, and Combined Divisions. Information contained in the reports reflects operating revenues & expenses, operating income, and retained earnings. Graphs depicting the 2022/2023 monthly year-to-date revenues, expenses, and retained earnings were also included with the financial data.

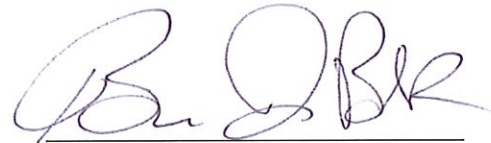
Finance & Office Services Supervisor Prekker presented a timeline for the 2024 WMU Budget Schedule. The budget process has already begun with a tentative date of September 11<sup>th</sup> to seek Commission approval of the 2024 WMU Budget. (A tentative meeting of the Planning Committee will be held the week of August 28<sup>th</sup> to review the proposed budget.)

Facilities & Maintenance Supervisor Marti requested the Commission to approve a change order with Braun Intertec for additional consulting fees for unforeseen items encountered during the Power Plant Demolition Project. These services include field oversight and reporting to meet the project goals and objectives, and to fulfill MPCA requirements. The additional contract amount for the consulting services is \$50,000 (original contract amount of \$297,549.50 would increase to \$347,549.50). Following review, Commissioner Baumgart offered a resolution to approve Change Order #1 with Braun Intertec for the additional consulting services in the amount of \$50,000. Commissioner Laumer seconded.

#### RESOLUTION NO. 22


"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that Change Order #1 for additional consulting services with Braun Interec for the Willmar Power Plant Demolition Project be approved in the amount of \$50,000 bringing their professional services fee to a not-to-exceed amount of \$347,549.50."

Dated this 10<sup>th</sup> day of July, 2023.



President

Attest:

  
Secretary

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

Facilities & Maintenance Supervisor Marti presented the June 2023 Wind Turbine Report. While both units were operational, availabilities were affected by issues on each turbine (pitch sensor on Unit #3 and electric faults on Unit #4). It was noted that the breakers previously ordered for the units have been received in the USA (currently in Chicago). Wind turbine availabilities for the month of June were at 42% (Unit #3) and 52% (Unit #4) for a total monthly production of 110,175 kilowatt hours. The 2023 total production through June is 1,349,173 kilowatt hours.

Commissioners Laumer and DeBleck presented a recap of their recent attendance at the 2023 APPA National Conference held in Seattle, Washington (Commissioner Kennedy also attended). Throughout the conference, public power leaders are able to network with others by sharing ideas and insights on opportunities and challenges facing the ever-changing electric industry. Topics of discussion included: industry innovations, positive community communications including social media, preserving/sharing utility history, renewable/solar/nuclear energy, strategic planning, financial success, electric vehicles/charging stations, economic issues, cybersecurity, advantages of public power, and safety leadership. Laumer and DeBleck each extended their appreciation to the Commission and citizens of Willmar for allowing them the opportunity to attend the annual informational conference.

As a member of Missouri River Energy Services (MRES), the Utility is provided monthly updates of the MRES and Western Minnesota Municipal Power Agency (WMMPA) Boards of Directors meetings. The updates provide a brief overview of the topics discussed by the Boards and the actions taken. At this time, General Manager Harren reviewed the summaries of the April, May, and June 2023 MRES and WMMPA Boards of Directors meetings.

General Manager Harren informed the Commission that meetings of both the WMU Labor and Planning Committees will also be forthcoming. Tentative future Labor Committee agenda item(s) will include new building, union negotiations, and Juneteenth holiday. Tentative future Planning Committee agenda items will include budget review (week of August 28<sup>th</sup> tentatively), generation, new building, water treatment

plant funding, SunRay Water System, and lake water use incentive. Harren also stated that he would be attending the July 17<sup>th</sup> City Council meeting. Agenda items of interest will include approval for WMU to proceed with acquiring property for a new building, and the City's 10-year Street Improvement Plan.

For information: Upcoming 2023 events to note include:

➤ MMUA Summer Conference: August 21-23 (Duluth)

There being no further business to come before the Commission, Commissioner DeBlieck offered a motion to adjourn. Commissioner Laumer seconded the motion which carried by a vote of four ayes and zero nays, and the meeting was adjourned at 12:47 pm.

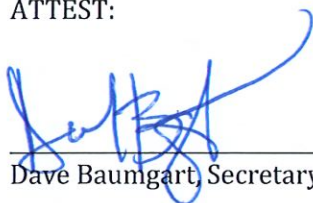
Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES



Beth Mattheisen  
Executive Secretary

ATTEST:



Dave Baumgart, Secretary

