

**WILLMAR MUNICIPAL UTILITIES COMMISSION**  
**MEETING MINUTES - OCTOBER 24, 2022**  
**11:45 AM - WMU AUDITORIUM**

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, October 24, 2022, at 11:45 am in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Cole Erickson, Carol Laumer, Dave Baumgart, Shawn Mueske, John Kennedy, and Kadar Abdi (attended via teleconference, but unable to participate due to technical difficulties).

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

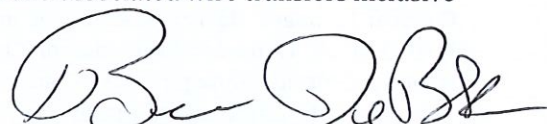
The meeting opened by reciting the Pledge of Allegiance followed by Commission President DeBlieck asking if any revisions were needed to the presented agenda. Commissioner Laumer requested to add an extra item to discuss participation in an upcoming community event. After noting the inclusion of the additional agenda item, a resolution was requested to approve the consent agenda. Following review and discussion, Commissioner Mueske offered a resolution to approve the consent agenda as presented. Commissioner Laumer 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 October 10, 2022, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20221430 to No. 20221532 and associated wire transfers inclusive in the amount of \$2,274,864.50.

Dated this 24<sup>th</sup> day of October, 2022.

  
President

Attest:

  
Secretary

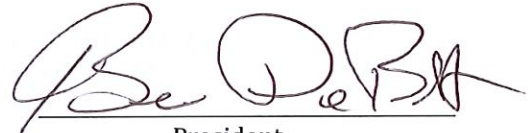
The foregoing resolution was adopted by a vote of six ayes and zero nays.

Finance & Office Services Supervisor Prekker reviewed with the Commission the proposal submitted by Conway, Deuth & Schmiesing, PLLP (CDS) to provide audit services for the 2022-2024 WMU financial audits. Nine vendors had been solicited to provide proposals for the audit services. Eight of the nine audit firms either declined for specific reasons or did not respond to the request. CDS has provided audit services to the WMU for a number of years with their quality, professional services. Therefore, it is the recommendation of Staff to award the proposal to CDS to provide the services for the three-year contract beginning with the 2022 Financial Audit. Following discussion, Commissioner Mueske offered a resolution to approve the proposal submitted by Conway, Deuth & Schmiesing, PLLP, to conduct the 2022-2024 financial audits of the Willmar Municipal Utilities. Commissioner Laumer seconded.

**RESOLUTION NO. 43**

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the proposed three-year agreement with Conway, Deuth & Schmiesing, PLLP, to conduct the WMU audit services in the amounts of \$19,900 for the year 2022, \$21,400 for the year 2023, and \$22,900 for the year 2024 be approved."

Dated this 24<sup>th</sup> day of October, 2022.

  
President

Attest:

  
Secretary

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

Commissioner DeBlieck reviewed with the Commission the current term expiration dates and reappointments needing to be addressed. Those with expiring terms in 2022 and eligible for reappointment are Commissioners DeBlieck, Erickson, and Kadar. Please notify the City/Mayor along with General Manager Harren with your intent as soon as possible to move forward with the reappointment process.

At this time, Commissioner Laumer provided insight on a community event to be held this holiday season. The Festival of Trees at The Barn Theatre will feature decorated trees to be on display in conjunction with the Holidaze parade November 19<sup>th</sup> through their Christmas show "Miracle on 34<sup>th</sup> Street" December 1<sup>st</sup>-11<sup>th</sup>. Area businesses are invited to participate by decorating a tree which is uniquely reflective of their business. Following discussion, it was a consensus of the Commission to authorize participation in the Festival of Trees community event this holiday season at The Barn Theatre.

A "Thank You" letter received from Kissimmee Utility Authority (KUA) was shared with the Commission. The correspondence was in appreciation of WMU's willingness to provide mutual aid support in response to the recent impact of Hurricane Ian in Florida.

General Manager Harren stated that meetings of both the WMU's Labor and Planning Committees will be forthcoming. Tentative future Labor Committee agenda items will include new WMU logo, year-end policy review, General Manager's year-end review, and health insurance premium adjustment. Tentative future Planning Committee agenda items will include Sprint agreement, year-end policy review, new building, and water conservation program.

For information: Upcoming events to note include:

- 2022 MRES Area Meeting: October 26<sup>th</sup> beginning at 9:00 am (Alexandria)
- 2023 APPA Legislative Conference: February 27<sup>th</sup> through March 1<sup>st</sup> (Washington DC)

There being no further business to come before the Commission, Commissioner Baumgart offered a motion to adjourn. Commissioner Erickson seconded the motion which carried by a vote of six ayes and zero nays, and the meeting was adjourned at 12:00 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

  
Beth Mattheisen  
Executive Secretary

ATTEST:

  
Carol Laumer, Secretary