

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, January 13, 2025, at 11:45 a.m. in the WMU Auditorium with the following Commissioners present: Shawn Mueske, John Kennedy, Bruce DeBlieck, Terrill Sieck, and Patricia Elizondo. Absent were Commissioners Dave Baumgart and Carol Laumer.

Others present at the meeting were: Interim General Manager Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, Staff Electrical Engineer Jeron Smith, Facilities & Maintenance Supervisor Kevin Marti, IS Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, City Attorney Robert Scott, and WC Tribune Journalist Jennifer Kotila.

The meeting commenced with the recitation of the Pledge of Allegiance, followed by the election of MUC officers for 2025. It was announced that Commissioners Mueske and Laumer had been reappointed for three-year terms by Mayor Reese during the City Council Meeting on December 16th. 2024 Commission President Mueske next initiated the election process by asking for nominations to serve as officers for 2025. Commissioner DeBlieck nominated Commissioner Mueske to serve as President. Commissioner Kennedy seconded the motion, which passed unanimously with a vote of five ayes and zero nays.

Commission President Mueske then requested nominations for the position of Vice President. Commissioner DeBlieck nominated Commissioner Kennedy to serve as Vice President. Commissioner Sieck seconded the motion, which was also approved by a vote of five ayes and zero nays.

For the position of Secretary, Commissioner Sieck nominated Commissioner Baumgart to serve. Commissioner Elizondo seconded the motion, which passed with five ayes and zero nays.

Lastly, for the position of Treasurer, Commissioner DeBlieck nominated Commissioner Sieck to serve. Commissioner Kennedy seconded the motion, which was approved with five ayes and zero nays

Due to the absence of Commission Secretary Baumgart, Commission President Mueske appointed Commissioner Elizondo to serve as Acting Secretary. Following the appointment, Mueske asked if any changes were requested to the agenda. There being none, a resolution to approve the Consent Agenda was in order. Commissioner DeBlieck offered a resolution to approve the Consent Agenda as presented. Commissioner Sieck seconded.

RESOLUTION NO. 1

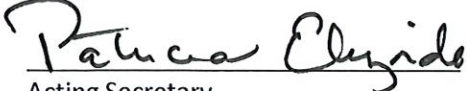
“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the consent agenda be approved as presented which includes:

- ❖ Minutes from December 23, 2024, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20250001 to No. 20250113 and associated wire transfers inclusive in the amount of \$737,102.40.

Dated this 13th day of January 2025.


President

Attest:


Acting Secretary

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

The next order of business was to make annual appointments to the WMU Labor and Planning Committees. Following input by the Commission, President Mueske requested consideration by Commissioners Baumgart, Kennedy, and Elizondo to serve on the Planning Committee, and Commissioners Laumer, DeBlieck, and Sieck to serve on the Labor Committee. (Commissioner Mueske will serve as Interim for both committees as needed.) Following discussion, Commissioner Kennedy offered a motion to appoint Commissioners Baumgart, Kennedy, and Elizondo to serve on the 2025 WMU Planning Committee, and Commissioners Laumer, DeBlieck and Sieck to serve on the 2025 WMU Labor Committee. Commissioner DeBlieck seconded the motion which carried by a vote of five ayes and zero nays.

A tentative listing of proposed educational topics to be presented to the Commission throughout 2025 was reviewed. These informational updates are presented to assist in keeping the Commission well-informed of various topics/issues, projects, policies, and departmental developments throughout the year. Commission input is valued and welcomed to assist in determining topics of interest relevant in keeping the board abreast of the Utility and its operations. Following discussion, Commissioner DeBlieck offered a motion to approve the 2025 WMU Commission Listing of Anticipated Educational Subjects as presented. Commissioner Sieck seconded the motion which carried by a vote of five ayes and zero nays.

In conjunction with annual business matters. Finance & Office Services Supervisor Prekker requested the Commission to designate WMU's official depositories for 2025 (i.e. daily financial transactions and checking/savings account). Following discussion, Commissioner Kennedy offered a motion to approve US Bank, 4M Fund/PMA Financial Network, Heritage Bank, Bremer Wealth, DWS, RBC Wealth Management, and Sage Wealth Advisory as official depositories for the Willmar Municipal Utilities for 2025. Commissioner DeBlieck seconded the motion which carried by a vote of five ayes and zero nays.

Finance & Office Services Supervisor Prekker reviewed the November 2024 Financial Reports, which included a recap of the November Investment Portfolio and the November Cost of Power Report. The financial information presented reflects operating revenues, expenses, retained earnings, and fund comparisons for both the Electric and Water Divisions.

As stated per League of Minnesota Cities, Minnesota State Statutes generally prohibit the acceptance of gifts by elected or appointed "local officials". As a means of disclosure for transparency, Interim General Manager Johnson provided the Commission with a listing of 2024 holiday gifts received throughout the Utility by business associates.

Interim General Manager Johnson informed the Commission that meetings of the Labor and Planning Committees will be forthcoming. The tentative Labor Committee agenda will include discussions on the new building land acquisition and the MUC Self-Survey. Meanwhile, the Planning Committee will tentatively focus on the new building project and plans for new power generation initiatives.

Being her last meeting serving as the Interim General Manager/Director of Administration, Johnson addressed the Commission, expressing hope that her tenure overseeing the duties of the General Manager position had been acceptable. In response, Commission President Mueske conveyed the Commission's appreciation for the exceptional skill and competence she demonstrated in her interim role. He emphasized that her service was greatly valued and appreciated by both the Commission and Staff.

We would like to announce that Executive Secretary Mattheisen will be retiring on January 30th after 44+ years of dedicated service. We are excited to share that Abby Ahrendt has accepted the position and will begin performing the duties of Executive Secretary starting January 14th.

Upcoming events to note:

- MMUA Legislative Conference: Jan. 28-29, 2025 (St. Paul) (DeBlieck/Smith)
- APPA Legislative Rally: Feb. 24-26, 2025 (Washington, DC) (DeBlieck/Laumer/Smith)

There being no further business to come before the Commission, Commissioner Sieck offered a motion to adjourn. Commissioner Elizondo seconded the motion, which carried by a vote of five ayes and zero nays. The meeting was adjourned at 12:05 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES



Beth Mattheisen, Executive Secretary

ATTEST:



Patricia Elizondo, Acting Secretary

